



PADDOCK WOOD NEIGHBOURHOOD PLAN STEERING GROUP

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MINUTES OF MEETING HELD ON WEDNESDAY 18th May 7PM THE WESLEY CENTRE, PADDOCK WOOD.

MEMBERS PRESENT: Mark Airey (in the Chair) John Flashman, Meryl Flashman, Sarah Hamilton (arrived 7.25pm) Jim Large, Andy Mackie, Carol Williams.

APOLOGIES: David Henshaw, Andrew Clements,

VISITORS: Cllr Elizabeth Thomas (Arrived at 7.55)

1. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on Wednesday 16th March 2016 were approved.

2. MATTERS ARISING FROM THE PREVIOUS MINUTES

None

3. TREASURER'S REPORT

EXPENDITURE TO DATE 17TH MAY 2016

opening balance from PWTC		£10,000.00
Alison Eardley	-£700.00	£9,300.00
Groundwork		£17,300.00
PWTC (postage, stationery & printing)	-£15.40	£17,284.60
Travel expenses (A Mackie)	-£13.00	£17,271.60
Publicity for events	-£1,347.30	£15,924.30
Feria	-£8,169.00	£7,755.30

Hire of St Andrews Hall	-£266.40	£7,488.90
Training Fees	-£229.00	£7,259.90
General expenses	-£8.22	£7,251.68
2016 contribution from PWTC		
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	-£10,748.32	£27,251.68
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Fees still outstanding		
Feria Urbanism	-£4,656.00	£22,595.68

There is also the opportunity to apply for a further £1000 from Groundwork

4. REVIEW OF 2 DAY DESIGN FORUM

- Communications Officer's report

The advertising posters weren't distributed as widely as expected in Paddock Wood which was disappointing. It has been agreed that a different distribution company will be used next time possibly one that enables us to track the distribution.

The posters were too wordy and the language on them provided by Feria was not user friendly. This needs to be addressed next time we produce leaflets.

Distributing flyers at the station on a couple of mornings was very worthwhile.

- Feedback from other members of the Steering Group

A few negative comments that had been received relating to the fact that previous consultations over the years had not resulted in change.

Several people have expressed interest in becoming involved in the Neighbourhood Plan and will be invited to next month's meeting.

There was concern that Foalhurst Wood was not on the map produced by Feria which might lead to the Eastern side of the town being overlooked.

A lot of people complained that the event had not been well advertised despite all the publicity.

The LOGO needs to be larger on advertising posters.

The use of A4/A3 posters in future was discussed.

The Card shop put flyers in bags when they sold cards.

Facebook and Twitter were discussed. Although there had been a lot of interest online this had not resulted in attendance from that age group at the Design Forum.

The primary school had been sent information to go out on parent mail but they had not sent it out. The reason for this is not known. No response had been received to communications sent to Mascalls. It was suggested that personal contact needed to be made with the schools and the children. SH agreed to do this.

The requirement for outside space attached to a Community Centre came through strongly from the younger generations.

Thanks were given to everyone who helped to organise the event.

5. FUTURE ENGAGEMENT

- **The Carnival is to be held on 9th July. The Neighbourhood Plan group has a stall adjacent to the Town Council stall.**

It was agreed to have A3 books of the Visioning Event and Design Forum on display, a large banner, a guess the number of sweets in the jar game (CW to organise the purchase of sweets) and a “Win the Bottle” competition to be organised by JF and MF.

Nichola Reay to be asked to arrange for the WRAG stall to be next to that of the Neighbourhood Plan and the Town Council.

MA agreed to ask Richard to send him some high definition slides from the Design Forum as some of them were excellent. These would be printed and displayed under headings such as “What do you think?” Post-it notes or printed comment sheets would be available for people’s comments.

CW is to investigate the possibility of having a slide show of the Design Forum presentation on a loop using a laptop.

Things to give away at carnival – MA to liaise with Nichola Reay

JL to enquire, at the card shop, about the cost of 6 balloons with N.P. LOGO on them.

- **Events led by Feria**

Feria has suggested 6th, 13th or 20th July as possible dates for the next event which would be an evening presentation. SH/MF to ask Nichola Reay to try to organise a venue and formally request a quote from Feria for the next stage of the project.

Discussion followed about the design of posters for this event. Possibilities included asking Helen Fenner to design the poster or approaching the primary school asking for some children to design one. Need to invite neighbouring parishes to future events.

- **Town Crier/Contact/Courier etc**

MF has submitted articles for the June editions of the Town Crier and Contact based on the Visioning Event. Further articles based on the Design Forum will be sent in for the July editions.

- **Play Paddock Wood**

The group had been invited to have a stall at the official opening of the new Memorial play area by Play Paddock Wood but it was too short notice for this to be viable.

6. NEXT STEPS

- **Chairman's feedback (SH) following discussion with Feria**

Richard Eastman was initially concerned about the numbers attending the first two events. However, a lot of quality comments came out of the Design Forum.

Tunbridge Wells Borough Council is still waiting for the inspector's report on the site allocations document which was originally due in January but has still not arrived.

Email from Feria: Steering group should meet with TWBC planning team (SH/MF to organise), consider setting up a town centre regeneration group, consider moving forward with Wesley Centre and Memorial field sites in conjunction rather than one or the other for Community use, share the draft materials with a wider group of people and ask for their informal comments.

7. A.O.B.

- Tee shirts – order 6. Sizing? LOGO larger? MF to speak to Nichola Reay
- Large Banners – thought to be a good idea. 4 possible sites were identified: Memorial field, Putlands field opposite Badsell Road, by the Esso Garage and by the Marriott house (SH to ask if this is possible). MA to discuss their purchase with Nichola Reay.
- Steering Group members have been invited to attend the Yalding Neighbourhood Plan 2 day design forum this week (also being organised by Feria).
- There is a possibility that the Cricket Pavillion on the Memorial Field may be used as a youth café during the summer. CW will keep the group updated of developments. JL agreed to investigate the possibility of a group of volunteers renovating the building. CCTV was also discussed.

8. DATE OF NEXT STEERING GROUP MEETING: Wednesday 15th June 2016
7pm at the Wesley Centre

Dates of future Steering Group meetings: **Wed 15th June 20 Jul 2016, 17 Aug 2016, 21 Sep 2016, 19 Oct 2016, 16 Nov 2016, 21 Dec 2016**

Meryl Flashman
18th May 2016