

PADDOCK WOOD NEIGHBOURHOOD PLAN STEERING GROUP  
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**MINUTES OF THE NEIGHBOURHOOD PLAN MEETING HELD ON  
WEDNESDAY 11<sup>TH</sup> NOVEMBER 7PM AT THE WESLEY CENTRE, PADDOCK  
WOOD.**

**PRESENT:** Sarah Hamilton (Chairman), Mark Airie, Derek Boyle., John Flashman, Meryl Flashman, Jim Large, Andy Mackie, Carol Williams.

**APOLOGIES:**None

**STEERING GROUP MET WITH ALISON EARDLEY** 7-8pm to finalise details of governance documents.

Following discussion Alison confirmed that she could provide the final version of the governance documents by the following day so that the Town Clerk could put the document forward for ratification at the next meeting of the Town Council on Monday 16<sup>th</sup> November 2015.

**SWOT ANALYSIS** 8-9pm

The discussion was led by Derek Boyle who agreed to collate the information and circulate it to the steering group as soon as possible with a view to providing the information to FERIA in December.

**FERIA:** A brief discussion was held about the proposed two day evidence gathering visit to Paddock Wood 10-11<sup>th</sup> December 2015.

**DATE OF NEXT STEERING GROUP MEETING:** Wednesday 20<sup>th</sup> January 2016 at the Wesley Centre