

## **NEIGHBOURHOOD PLAN SUB-COMMITTEE MINUTES**

**Wednesday 3<sup>rd</sup> February 2016**

Present: Cllrs B. Bayford (Chairman), Binks, Dexter, D. Saunders  
Gordon Edwards, Peter Lorenzo.  
Town Clerk, Sarah Pengelly

**Agenda items marked \* require a resolution from the Planning Committee  
Quorum: any three members, whether Councillor or member of the  
community.**

### **319 ELECTION OF CHAIRMAN and VICE-CHAIRMAN**

RESOLVED to ELECT Cllr B Bayford to Chair the Sub-Committee and Peter Lorenzo to be Vice-Chairman.

### **320 APOLOGIES FOR ABSENCE**

Lorraine Williams and Cllr Paul Moore gave apologies.

### **321 DECLARATIONS OF INTEREST**

None.

### **322 MINUTES**

NOTED the non-quorate Sub-Committee meetings of 3<sup>rd</sup> November and 2<sup>nd</sup> December 2015.

RECEIVED and Chairman to SIGN the minutes of the Steering Group (final meeting) held on 3<sup>rd</sup> November 2015.

### **323 NEIGHBOURHOOD PLAN**

Project status and milestones  
We are at Stage Two: making policies.

Priorities and work

The Sub-Committee will work together to prepare a draft Neighbourhood Plan in six months' time

Town Clerk and Chairman to meet to decide what needs to be done in order to achieve this, including a timetable for the work in the next six months.

Feedback:

November 11<sup>th</sup> 3 p.m. meeting with Thanet District Council's Adrian Verrall and Helen Johnson and the other Neighbourhood Planning groups in Thanet.  
Coastal Communities Team Thanet.

The next meeting will take place on 29<sup>th</sup> February at 3.30 p.m. at Thanet District Council offices in Margate, and all Sub-Committee members are welcome.

Housing needs questionnaire

Laura Scotney has completed the data entry.

Linda Baynes has started work on the data analysis.

The Sub-Committee agreed that they would like Linda to consider:

- \* Whether Linda can confirm that the survey responses are reasonably representative of the population of Broadstairs and St. Peter's and that the data is reasonably reliable, and
- \* Whether there is any indication that a particular section of the population has a housing need that can be identified (e.g. a particular age group, people with disabilities, large families, single people, people on a lower income etc.)

Sub-Committee Structure

Laura Scotney and Sue Wall were welcomed to the meeting.

The Steering Group has been dissolved.

The Town Council's Neighbourhood Plan Sub-Committee will now meet regularly instead of the Steering Group.

Meetings in 2016 will be held approximately monthly alternately in the afternoon and evening in the Council Chamber.

Former Neighbourhood Plan Steering Group members are invited to attend Sub-Committee meetings, although some have not attended for some time now.

The Town Council's Planning Committee met on 4<sup>th</sup> January 2016 and decided the quorum for the Sub-Committee is: any 3 members, whether Councillors or members of the community.

Vision and Objectives

This item to be put on the agenda for the next meeting.

The Design Statement vision to be considered.

Three or four objectives to be considered.

### **324 FORWARD AGENDA ITEMS**

Date of the next meeting: Thursday 10th March at 4 p.m.

Town Clerk to put an item on the agenda for future meetings: 'Any Other Business.'

**Town Clerk**