



# Broadstairs & St Peter's Town Council

## NEIGHBOURHOOD PLAN SUB-COMMITTEE MINUTES Thursday 14<sup>th</sup> November at 12.00pm

### Present:

Cllr J Bright, Cllr M Garner (Chair)

Community Members: Peter Lorenzo, Laura Scotney, Sue Wall

Deputy Town Clerk: Julie Belsey

### 53. OPENNESS AND TRANSPARENCY

The Chairman reminded those present of the right to record, film or broadcast any meetings of the Council, committees and subcommittees is established following the Local Government Audit and Accountability Act 2014.

Sue Wall informed the sub-committee that she would be recording.

### 54. APOLOGIES FOR ABSENCE

Apologies with reason were received from Councillor Kristian Bright and Councillor Colin Kemp.

### 55. DECLARATIONS OF INTEREST

None received.

### 56. MINUTES

The minutes of the meeting held on 17<sup>th</sup> September 2024 were received and approved.

### 57. MATTERS ARISING FROM THESE MINUTES NOT COVERED ELSEWHERE IN THE AGENDA

The Neighbourhood Plan page has been reformatted and the local green spaces have been updated.

### 58. TERMS OF REFERENCE

The terms of reference were discussed, and it was agreed that there should be no cap on the amount of community members on the sub-committee as it would be seen as a success if we were to have more community members.

**Draft terms of reference to be approved at Council.**

### 59. COMMUNITY MEMBERS CRITERIA

The next review and update of the Neighbourhood plan is 2028.

It was agreed that the process will commence in Q1 of 2026, whereby the sub-committee will reconvene. Discussion will include an information sharing and gathering event, similar to the Town Forum format, to be held to generate enthusiasm, start promoting and creating interest, with a continued campaign to access a cross section of the community. Councillors and members of the sub-committee would be invited to talk/take part.

Members will be informed of the need to disclose interests and the signing of the code of conduct adopted by the Council. The sub-committee would agree the roles of the community members.

Discussion will also take place regarding the funding requirements for the next phase – paying for the review/consultants (Town Planner)/funding streams etc.

### 60. DATE OF NEXT MEETING

Next meeting to be announced – Q1 2026

Meeting closed: 12.32pm  
Deputy Town Clerk