

Minutes of the Sevenoaks Town Neighbourhood Development Plan Steering Committee meeting held at the Council Chambers on 4th April 2022, 6pm. Available to watch online at the following link: https://www.youtube.com/watch?v=zysx1_gymhQ

In attendance: Cllr Dr Canet, Cllr Clayton, Cllr Eyre, Cllr Parry, Cllr Raikes, Charles George, Elizabeth Dolding, Cllr Hunter, Cllr Purves, Jim Hughes, Carolyn Hughes, Glenn Ball, Hugo Nowell, Linda Larter, Georgie Elliston.

1. Apologies

Cllr Hogarth, Sarah Williams.

2. Declarations of Interest

None.

3. Minutes of the previous meeting held on 22nd March 2022

- a) The minutes of the meeting held on 12th January 2022 were received.
- b) The Planning Committee Clerk reported that Cllr Hogarth's apologies were incorrectly omitted from the minutes.
- c) The Steering Committee approved the minutes with the above matter resolved.

4. Strategic Environmental Assessment (Final Report)

- a) The Committee received a copy of AECOM's Final SEA Report and collated responses received from Hugo Nowell and Charles George.
- b) The Committee approved the SEA Final Report with the comments from Hugo Nowell and Charles George to be forwarded to AECOM (See Appendix).

5. Review of advice and decisions regarding the 13 sites the NDP supports for development

- a) The Committee received and discussed a document detailing all written correspondence relating to the removal of design quantum in the NDP.
- b) Members were not able to reach a consensus as to whether the correspondences were sufficient evidence as to warrant the removal of design quantum, and as to whether the NDP would indeed be delayed or rejected should they be retained with no further evidence.
- c) Cllr Clayton suggested that an Appendix be added to the NDP Final Draft, which provides narrative on the Consultation Draft of 2020 and how it was presented to and supported by the public with the design quantum. Proposed housing numbers and design quantum to be included in this Appendix.
- d) The above amendment was approved by the Steering Committee, and it was agreed that it be put to the Planning Committee for final approval. STC Officers enquire as to whether this would be acceptable to the District Council in the meantime.

6. STNP Final Draft – to review and consider edits made to the Final Draft 12th January 2021, and to discuss whether these be accepted.

It was agreed that the Final Draft be approved, with the amendment of an Appendix to explain why design quantum were removed since the Regulation 14 consultation, and to outline what exactly these were.

7. Dates of future meetings

It was noted that a further Steering Committee Meeting would not be announced until the Statutory Consultee responses from the SEA had been received.

8. Timetable for progressing STNP (shown below)

The committee received and noted the below projected timetable.

Meeting concluded at 7pm.

	NDP Projected Programme 2022	Date
1	Planning Committee – Considered and agreed changes following recommendations made by AECOM and Statutory Consultee Historic England.	10.01.2022
2	Planning Committee to receive and approve the Final Report for the Strategic Environmental Assessment from AECOM, to be forwarded to Statutory Consultees.	04.04.2022
3	NDP Steering Committee – consider and agree changes made to date, following recommendations made by AECOM and Statutory Consultee Historic England.	04.04.2022
4	STC to receive Statutory Consultee responses and recommendations following the 5 week consultation on AECOM’s SEA Report.	10.05.2022
5	Prepare Final NDP Draft of NDP in response to comments and recommendations received from Statutory Consultees	May 2022
6	Both NDP Steering Committee and STC Planning Committees to officially sign off the Final Draft as amended.	June 2022
7	Submit Draft Neighbourhood Plan to District Council along with Consultation Statement and Basic Conditions Statement.	July 2022
8	SDC to publicise the plan for a six week period, notify anyone referred to in the consultation statement that the plan has been received, and to appoint an independent examiner.	July 2022
9	Examiner’s Report	August 2022
10	Modifications made to the NDP in response to Examiner’s recommendations	September 2022
11	Referendum	Autumn 2022

Appendix: Comments received on the Strategic Environmental Assessment Final Report
 Planning Committee 04.04.2022 and Steering Committee 04.04.2022

Comment by	Page/section reference	Comment
Hugo Nowell	Page 5 Section 2.6	Character, heritage and identity (no comma after heritage)
Hugo Nowell	Page 9 Bullet point 1 under “Landscape and Townscape”	Should reference to trees be made here given the contribution they make to the character of town and that this is highlighted in the NP?
Hugo Nowell	Page 17 Section 4.9 Reference “[...] the planning policies proposed for the identified sites have...”	For some sites perhaps but not all – perhaps rephrase to say “on some of the sites”.
Hugo Nowell	Page 18 Section 4.14 Reference “and through the recommendations and suggestions...”	“and through the SEA process”
Hugo Nowell	Page 24 Section 5.20	Should this section emphasise NP Policy L5 and the potential new public open space opportunities that could be delivered as part of the potential development of the Tarmac site?
Hugo Nowell	Page 27 Section 5.32	Should this section emphasise NP Policy L5 and the potential new public open space and leisure opportunities that could be delivered as part of the potential development of the Tarmac site?
Charles George	Page 61 App A Context review and baseline	There is mention of the Local List, I can find no mention of this in the text of the SEA. Is this intentional?