



# CAPEL PARISH COUNCIL

Clerk  
Capel Parish Council Office  
Capel Village Hall  
Five Oak Green  
Kent TN12 6RD  
Tel: (01892) 837524

## Neighbourhood Plan Working Party Meeting

Held virtually via Zoom on Tuesday 21 February 2023 at 7.30pm

Attendees Cllrs: Maggie Fenton (MF), Hugh Patterson (HP),  
Robert Assirati (RA), Lynne Assirati (LA), Peter Derbyshire (PD), Stewart Gledhill (SG), David Parrish (DP).  
Chair Hugh Patterson (HP)  
Minutes Louise Goldsmith (Clerk)

### Minutes:

	Agenda Item	Action by
1	<b>Apologies for absence:</b> An apology for absence was received from Hilary Andrews (HA), Jim Boot (JB), Alison Eardley (AE), Charles Mackonochie (CM) and Trevor Sawyer (TS) and their reasons for absence were accepted.	
2	<b>Approval of Minutes:</b> The minutes of meeting held on the 17 January 2023 were approved and signed as a true and accurate record.	HP
3	<b>Matters Arising:</b> None to consider.	
4.	<b>Local Plan Examination - to receive an update</b> The Inspector sent TWBC a letter on the 31 January 2023 requesting an outline of their intentions and expected timeline to address his concerns over the Local Plan. TWBC replied earlier this month stating that a variety of consultants are looking into the issues raised by the Inspector. It seems the choice facing councillors will either be to delete Tudeley and reduce numbers in East Capel or proceed with the Local Plan as originally set out. Significant changes will be required to the Local Plan if TWBC decide to keep Tudeley in the Plan. TWBC will need to consult with Network Rail about providing a rail station at Tudeley and will need to enter into discussions with Hadlow Estate about providing commercial space. Other stakeholders will also need to be consulted about the traffic links and a two stage investigation on the proposed Five Oak Green by-pass will be required. All of this work will need to be completed by the 5 July 2023 so that councillors at TWBC can make a decision about any 'significant changes' and decide on a direction. Essentially the Inspector has decided because of these 'significant changes' a sort of second stage regulation consultation is required which is expected to take place throughout the summer with hearings expected in November 2023 followed by another statutory consultation so any decision will run well into 2024. It was agreed that it will be interesting to see what emerges from the proposed East Capel Greenbelt study and the further investigation into flood zones and what TWBC will need to do to satisfy the concerns of the Inspector.	



	<p>The effect of the Local Plan proposals in this part of the Borough on the local road network was also highlighted at recent online meetings about the Kippings Cross Roundabout, by the realisation that the A21 as a strategic route takes precedence over the local roads which will have to cope with all the traffic from the proposed development.</p> <p>HP advised that planning applications for developments East of Paddock Wood have been released for consultation and will be considered by the Parish Council.</p> <p>It was noted that HP, DP and the Clerk will attend a virtual Parish Council Neighbourhood Plan Meeting with the Strategic Sites Team at TWBC tomorrow. It was suggested and agreed that TWBC is asked at this meeting about their thoughts about the format of future Strategic Site Meetings and the involvement of developers. It was also agreed to try and find out some more information about the planning proposals for East of Paddock Wood recently submitted to TWBC and the likely timescale for their determination and the consequences of these sites within the context of the Local Plan.</p> <p>It was noted that Carlos Hone, Head of Planning at TWBC, has agreed to attend the Annual Parish Meeting due to be held on the 3 April 2023 to give an update on the progress with the Local Plan.</p>	
5.	<p><b>Draft Neighbourhood Plan</b></p> <p><b>a) To receive an update on the SEA/HRA screening</b></p> <p>HP advised that the Strategic Environmental Assessment and Habitats Regulations Assessments screenings have now been completed and that neither is required, which is good news. Copies of the reports have been circulated. AE has advised the Clerk that TWBC intend to send their informal comments on the Plan by the end of February 2023. Once these are received the Plan can be finalised and taken to Regulation 14.</p> <p><b>b) Non Policy Action Section of the Neighbourhood Plan</b></p> <p>HP and the Clerk had sent suggestion for this section to AE. A copy of the draft Non Policy Action Section has since been circulated. SG suggested that all the items on the Highways Improvement Plan, (HIP), should be included in this section and that a copy of the HIP is placed in the appendices. It was suggested that CP should be asked for any comments on the 'flooding' section. HP advised that Capel Community Association has acquired 6 new Trustees and that it is hoped that there will be closer co-operation, moving forward, between the CCA and the Parish Council regarding the future of the village hall.</p> <p><b>c) Basic Condition Survey &amp; Regulation 14 Consultation Statement</b></p> <p>AE has advised that the Consultation Statement is created after the Regulation 14, consultation as is the Basic Conditions Statement. DP asked if notice has to be given for the Regulation 14 Consultation Stage. The Clerk will check the timeline with AE.</p>	<p>AE</p> <p>AE</p> <p>Clerk</p>



# CAPEL PARISH COUNCIL

Clerk  
Capel Parish Council Office  
Capel Village Hall  
Five Oak Green  
Kent TN12 6RD  
Tel: (01892) 837524

6.	<p><b>Next Steps:</b></p> <ul style="list-style-type: none"> <li>• End of February/Early March - receive report from TWBC and look to incorporate any comments.</li> <li>• Programme in the minimum 6 week Regulation 14 Pre-Submission Plan consultation.</li> <li>• Hard copies of the plan to be printed and placed in locations around the parish.</li> <li>• Publicity for the Regulation 14 consultation – could include a leaflet, posters, banners, social media, press release, sending out updates via local groups and organisations.</li> <li>• Website update - place all the documents on the website and issue a feedback survey to enable people to send in their views. People should have the option of emailing / writing in too.</li> <li>• Local event – host one or two small meetings during the Regulation 14 Pre-Submission Plan consultation to talk about the plan and answer any questions. The APM on the 3 April could be an opportunity to share the Plan.</li> </ul>	AE/Clerk
7.	<p><b>Next Meeting to be held virtually:</b></p> <p>Clerk to discuss dates with AE for a meeting mid-March and share with group.</p>	AE/Clerk

Minutes Approved

..... Name (Print)  
..... Signature  
..... Position  
..... Date

