



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 11 April 2023 at 6.30pm

Attendees Cllrs: Hugh Patterson (HP), Maggie Fenton (MF), Charles Mackonochie (CM), Trevor Sawyer (TS)
Hilary Andrews (HA), Peter Derbyshire (PD), David Parrish (DP), Stewart Gledhill (SG), Geoff Turner (GT)
Alison Eardley (AE).
Chair Hugh Patterson (HP)
Minutes Louise Goldsmith (Clerk)

Minutes:

| | Agenda Item | Action by |
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| 1 | Apologies for absence: An apology for absence was received from Jim Boot (JB), Robert Assirati (RA), Lynne Assirati (LA) and their reasons for absence were accepted. | |
| 2 | Approval of Minutes: The minutes of meeting held on the 16 March 2023 were approved and signed as a true and accurate record. | |
| 3 | Matters Arising: None to consider. | |
| 4. | Local Plan Examination - to receive an update from the Annual Parish Meeting held on the 3 April 2023 HP reported that Carlos Hone and Kevin Hope from TWBC Planning Department gave a presentation and answered questions on the Tunbridge Wells Local Plan. There was a lively question session lasting an hour, though the officers were not willing to reveal what their advice to Borough Councillors would be when a decision is made on the way forward, probably at the beginning of July 2023. | |
| 5. | Regulation 14 Consultation b) Regulation 14 Consultation The Regulation 14 Consultation was launched at the Annual Parish Meeting and will close at 5pm on Friday 26 May 2023. The Clerk has posted notices about the consultation on the website, social media and noticeboards. It was suggested and agreed that the Clerk tries to improve the links on the website to make it clearer where the consultation information can be found. The Clerk has contacted all the Statutory Consultees about the consultation. It was suggested and agreed that the Clerk circulates the lists of statutory consultees to the working group to make sure that no organisation has been missed. HA assisted with the contact details for the landowners of Whetsted Wood. It was agreed that the Clerk should organise a stand in the village hall for the Big Lunch event due to be held on Sunday 7 May 2023 to celebrate the Coronation. The Clerk will ensure that copies of the plan and questionnaires for the Regulation 14 Consultation are made available at this event. CM also offered to place a copy of the Neighbourhood Plan and questionnaires at the exhibition which is to be held for a fortnight around the Coronation at All | Clerk |



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| | Saints Church, Tudeley. The Clerk will arrange for copies of the Plan to be made available around the village. AE reported that 4 questionnaires have been completed to date. AE encouraged all the local organisations to respond both collectively and individually. | |
| 6. | Next Steps: <ul style="list-style-type: none">• Encourage local organisations and residents to respond to the consultation.• Apply for the final round of funding from Locality.• Prepare the Basic Conditions Statement which set out how each policy conforms with national policies.• Prepare the Consultation Statement which is an explanation of how the plan has involved and a summary of the consultation/workshops that have taken place.• Set date for a meeting to go through the questionnaires received and comments from statutory bodies. | All AE/HP/Clerk |
| 7. | Any Other Business: None | |
| 8. | Next Meeting to be held virtually: Thursday 14 June 2023 at 6.30pm | Clerk |

Minutes Approved

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