

Neighbourhood Plan Steering Group Minutes
22nd October 2025, 6.30 to 8pm
The Shand Hall, Farningham

1. Welcome, introductions (where appropriate) and apologies.

Steering Group (SG) Members:

Liz Bourne, Su Hewitt, Mark Hopkins, Kevin McGeough, Andie Fitzsimons

Supporting and interested residents - Jacky, Janice, Lynn, Jane

Apologies - Helen Penney

AF announced it will be her last meeting on the SG.

LB advised that HP is happy to do minutes and agenda going forward after AF last meeting

2. Update on results from the householder questionnaire

Main themes have been summarised. (LIKES) 80% of results mentioned green spaces/country-side, 64% mentioned community, 46% architecture of village, 14% transport links.

(DISLIKES) 48% traffic/speed of roads, 37% lack of shops/amenities/cafes/pubs, 22% lack of public transport, 23% lack of planning enforcement, 20% anti-social behaviour, 16% mentioned parking

3. Update on project plan and inception meeting with Tibbalds

Tibbalds have given the SG a timetable to help with the project. The SG discussed that the timeline may have to be pushed back as there are planned engagement activities which continue into the new year. There will be a 'get together' meeting on 24th January 2026 to discuss everything that residents have raised over the next few months. The meeting will be in the village hall and everyone is welcome.

SG agreed that 'Stage 2 - Preparing the Plan' should be pushed until the end of Jan to match up with the meeting on 24th Jan. LB is going to redraft the timetable for items between now and June 2026.

Tibbalds suggested Farningham should know the demographic of the parish. SG are going to use the ONS to acquire information on the demographic of the village to help advise the SG on how they should be trying to approach the parishioners whilst building the evidence base.

The NP facebook page has been setup and everyone is welcome to join. SG hope that when the newsletters and leaflets are delivered more people will join as they contain a QR code to join.

Tibbalds suggested monthly 30 minute phone calls with the SG which the SG agreed is a good idea. SG are going to ask Tibbalds whether the call should be with the whole group or just one key point of contact.

KM is going to cross reference SDC's Plan 2040 key topics to establish 5 key sub groups/committees for the NP evidence base going forward (included 1 group for events/fundraising). KM is going to send them to AF to note and upload to the website.

Sub-committee group leads will be; KM, SH, Mark, LB, Janice

4. Leaflets and posters to be delivered with PC newsletters

All those delivering the leaflets now have them so residents should receive the FPC winter newsletter and NP leaflet by the end of the month.

5. Registering as a charity

After discussions with SDC and other bodies, it has been decided that it is not viable to set up a NP charity. When the NP does fundraising it will be advertised as such. Any funds raised go to the FPC bank account and are ring fenced for the NP by the treasurer.

6. Walks and events

The walks have been planned to engage residents whilst walking around the village to allow people who attend the walks to point out things they like/dislike/what they would improve about the parish.

It has been discussed that those who attend the walks are invited to take photos of the village, things they like/dislike. Attendees will also be given a 'diagnostic sheet' (A4 sheet of paper) which asks questions and gives space for people to write down their thoughts/opinions which the SG can collate to help shape the NP.

Sheet/questionnaire for the walks to be drafted by KM

SG is going to ask Tibbalds if they have a form/questionnaire they have used previously for evidence gathering like this.

Janice mentioned that normally there is a christmas fayre which we could have a stall at. Members are going to enquire as to whether one is on.

Members discussed the idea of fundraising and agreed that any funds raised at community engagement events will go towards the cost of running the events and printing future posters/materials.

Wine evening - MH plans to run a wine evening as an engagement activity with the community. 21st February. SH has enquired to book the village hall from 6pm - 10pm. 7pm event start. SG are going to check with the treasurer that money from tickets can go straight into the FPC account. AF will look into eventbrite and bookwhen to see if they can host ticket booking for the event. Wine event will be advertised in November trident so it will go to every house in Farningham, Eynsford and Lullingstone (11th Nov deadline for trident entries). [NB: Date of the wine tasting has changed since the meeting and a new date is yet to be confirmed]

Elvis night - 4th July proposed date. Village hall be needed for 6 hours. SH has enquired about village hall for 6pm-11pm. £20 per ticket and BYOB. Events sub-committee are going to book the Elvis act.

Potential 'pre-loved' stall at the christmas fayre if there is one. Donate one item of pre-loved clothing to be sold on the stall.

Potential quiz night. Details and date to be decided. Events committee going to propose dates for this.

7. Finance update

£5000 budget for current financial year until end of March 2026.

Around £600 spent so far.

8. 2026 meeting dates

4th Wednesday of the month 6.30pm - 8pm

9. Next steps and action log

Any updates between/before upcoming meetings to be emailed.

10. AOB

No.

11. Dates of remaining 2025 meetings

26th November

17th December