

Neighbourhood Plan Steering Group Minutes

27th August 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 and Helen Penney.

Supporting and interested residents - Janice, Jacky and Lynn

Apologies:

Andie Fitzsimons,

2. Questionnaire Progress Update: How many received and ideas to get more before deadline. Summarising themes and sharing information.

HP advised that 45 online and 7 paper responses have been received.

Members agreed to circulate the questionnaire to more facebook groups once the Neighbourhood Plan facebook page has been set up to help promote the survey before its closing date.

LB and SH agreed to analyse the results in time for the next SG meeting.

3. Facebook Page: Progress update on the Neighbourhood Plan facebook group

SH advised that a new email account is required for the Facebook page. Members agreed to a gmail account that can be accessed and used by all SG Members during the Neighbourhood Plan.

4. FPC Christmas Event: Saturday 6th December 2025. Does the Steering Group want to attend to promote the Neighbourhood Plan

Members agreed to attend the event to promote the plan and to discuss further at next month's meeting.

HP to circulate the time of the event.

LB to ask the village hall for availability and associated costs for fundraising events.

5. Summer Fete: Saturday 13th June 2026, does the Steering Group want to attend a to promote the Neighbourhood Plan and support the fete committee.

Members agreed to attend the event to promote the plan, and to discuss in more detail nearer the time with potential fundraising ideas.

6. Action Tracker: Are members happy with the current tracker? Do we want to be able to update it individually or send updates to a central person for now? Potentially await discussions with consultant prior to a decision.

Members agreed to continue with the current tracker.

7. Finance Update

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HP advised that the Parish Council has £2,350.69 Part A CIL money that can be used towards the plan following approval from the council.

HP advised that SH has raised £25.85 in donations from local events.

8. Next Steps

LB advised that Farningham Parish Council will be asked to appoint the preferred consultant at the next Parish Council meeting on Wednesday 10th September 2025 after which an inception meeting will be arranged within two weeks. Wednesday 24th September might be a suitable date. If not, a doodle poll can be created for the best time and date for Members and the consultant. Location tbc.

9. Any other business.

Several fundraising ideas were discussed including wine tasting and bric-a-brac sales.

Members noted feedback from Kent Downs National Landscape submitted during SDCs joint consultation with Eynsford Parish Council. LB will make contact to discuss the plan as they suggested.

The list of businesses from SDC was discussed and it was agreed to wait for support from the consultant before progressing a business questionnaire.

10. Tender Update: Update on selection process. **CONFIDENTIAL.**

The three residents left the meeting.

LB updated Members on the selection process and the consultant that will be presented to Farningham Parish Council for appointment.

HP to circulate the winning tender to Members.

11. Date of upcoming meetings, Shand Hall, 6:30 to 8pm:

- 22 October
- 26 November
- December TBC