

OTTERSHAW NEIGHBOURHOOD PLAN

Neighbourhood Forum Steering Committee

Meeting MINUTES 18 February 2021

In attendance: Malcolm Cressey (Chair), Carl Mann, Jim Nichol, Bob Oliver (Treasurer), Julie Last, Brian Williams, Nigel Eastment, Thomas Gundacker, Mike Freshney (Minutes Secretary), Hannah Lane.

All members present

1. The minutes of the meeting on 11th February were approved and are now to be uploaded on the website.
2. **Town Planning.** There were no new planning applications notified in the week. Members considered whether the Forum Steering Committee should make a response to the pre application consultation made by Richborough Estates regarding Ottershaw East. A majority of SC members considered that in the absence of adopted policies against which to reference the initial proposals for the site, representations should not be made, at this time.
3. **Master Plan.** An inception meeting with the appointed Local Planning Consultant has been arranged and a full presentation to the Steering Committee Members will be held in early March
4. **Finance.** There were no formal Finance matters to report and statements were presented indication planned income and expenditure, in accordance with the approved Budget.
5. **Communications.** The Communications Strategy was approved subject to receipt of a SC member final comment. The communication leaflet being printed ready for distribution to all Area Plan Residents. A survey document to seek views of Area Plan Residents and Business is in final draft for distribution in Early March. The Survey is a key stage in enabling the issues and priorities to be addressed in the Plan and Policies, which are representative of those of the Residents. Commentary regarding key issues within the remit of the neighbourhood Forum and Plan which may be of concern to Residents are to be posted on social media
6. **WEB Site.** The Web site has been updated and will continue to be added to as relevant matters arise.

The next meeting will be held remotely at 07.00pm on Thursday 25th February.

M J Freshney (Minute Secretary).