



MINUTES

Working Group for Project A Bearsted Golf Club 28th March 2022 2pm

Present:

Cllr Michael Bollom	BPC Councillor
Cllr Adam Powell	BPC Councillor
Cllr Martin Broughton	BPC Councillor
Cllr Jon Hughes	BPC Councillor
Kim Martin	Representative of the Bearsted & Thurnham Tennis Club
Jackie Pearce	Representative of the Church Lane Allotment Garden
Hugh Byrne	Representative of the Church Lane Allotment Garden
Erin Sugden	Clerk to BPC

Apologies

Cllr Tom Jenkins

1. Apologies and absents:
As above.
2. Consider results of Visual Landscape Impact Survey and & Heritage Impact Survey:
The Clerk reported that a holding statement had been received from the contractor, but they had not provided the full report to date. It will be requested by the 11th of April.
3. Consider the results of the Ecology and Biodiversity Net Gains Assessments:
The results were very detailed and provided advice and information about what could be done for Project A.
4. Review the results of the external review of informal consultation:
It was recommended by the working group to publish the following documents:
 - **Results from Lake Market Research in respect of the informal consultation.**
 - **Ecology and Biodiversity Net Gains Assessments.**
 - **Visual Landscape Impact Survey and & Heritage Impact.**

The working group also recommends that a public meeting be held to allow members of the public to ask the associated experts any questions they had. The working group understands that there may be questions raised by members of the public that can not be answered at this time and this will be explained to the Full Council. Cllr Bollom advised that the public meeting should include the professional consultants who produced the Ecology and Biodiversity Net Gains Assessments and Visual Landscape Impact Survey and Heritage Impact.

It will be recommended that Madginford Hall be the location of the meeting due to this hall having the biggest capacity.

Afternote

The working group recommends that via a form on the council website to a dedicated email account questions about the project can be directed.

This would be a cost of £18.

5. Update on the traffic observation and traffic counter survey
Kim Martin reported he had received 26 offers of help to observe parking at the Church Lane car park, Church Lane, Crosskeys, Ashford Road, Manor Rise and Mount Close. By observing these roads will identify if they are being used for parking and at what times.

Advice from a Traffic Planner suggested that once areas are identified; an independent survey is undertaken to establish the level of parking stress. This is a technical term used by traffic engineers and refers to the ratio of the amount of kerb space used to the amount of kerb space available.
6. Discuss the need for an archaeological survey:
Kim Martin will consult the Bearsted Woodland Trust as it was understood that there was an archaeological survey completed when the Bearsted Woodland Trust was set up.
7. Questions from allotment plot holders:
A number of plot holders had raised questions to Jackie Pearce. The committee answered the questions that they were able to but there were questions raised that decisions had not been made on. Jackie will relay the answers to the plot holders. Jackie confirmed that she had not previously been made aware of the procedure for plot holders questions and answers. She will ensure that this information is shared. She made written notes on the answers from the working group, as advised by the clerk and a copy will be shared.
8. To review the Project Plan
The Clerk will update the project plan and circulate it before the next meeting. Cllr Broughton will put together a Work Breakdown Structure
The working group will recommend to the Full Council that to understand the needs of the allotment plot holders they should be asked at this stage their requirements from an allotment garden.
9. Correspondences
 - i) Email from allotment plot holder: The Clerk made available an email sent from an allotment plot holder. The Clerk informed the working group that the council has a responsibility to act within the law and recommended that they should continue to follow all the legislations they have been doing.
 - ii) Email from a resident: A resident had corresponded with Cllr Broughton about project management processes which was duly noted. Cllr Broughton suggested he would be happy to meet with the resident regarding Project Management.
10. AOB
None.

11. Next meeting date
TBC