Neighbourhood Plan Steering Group Minutes
21st January 2026, 6 to 9pm
the Shand Hall, Farningham

1. **Welcome, introductions and apologies.**

Steering Group (SG) Members:
Liz Bourne, Su Hewitt, Mark Hopkins, Kevin McGeough, Helen Penney and Janice Williams.

Apologies:
Lynn

Supporting and interested residents in attendance:
Jacky and an Eynsford resident.

The agenda was completed in the following order:

5. **Finance Update.**
   Tibbalds have confirmed that they will invoice their first invoice this week, with the second due mid-March, which the Parish Council should be able to process in time for the expenditure to be within this financial year. **Helen can monitor this.**

6. **Reminders.**
   a. **Website – Any changes or updates required to the webpage.**
      None raised, **Helen to continue updating as necessary.**

   b. **Trident Report – To confirm if a report is required this month and who will draft it. Deadline 11th February.**
      To be completed by Kevin.

3. **Upcoming events - plan, including anticipated expenditure approval.**
   a. 14th February 2026 "Love Farningham", Shand Hall.
   - Posters to be finalised, displayed around the village and added to social media.
   - Helen, Jacky and Janice discussed the coffee and cake aspect of the event away from the main group.

   b. 7th March 2026 wine tasting, Farningham Village Hall.
   Mark advised that there will be 7 tables for wine, 1 table at the entrance to check tickets and sell tickets on the door and one table for the Steering Group. More volunteers are required but there are still several people to ask.
   The aim it to sell 100 tickets. Helen will organise a QR code for donations on the night, other fundraising ideas are welcome.

4. **To receive an update on Local Lists and what it means for Farningham.**
   A Local List is a list kept by a local planning authority (Sevenoaks District Council) of buildings, structures or places that are considered locally important, but not important enough (or not assessed) to be nationally listed.

   To be considered as the plan progresses.

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2. Discovery walks - data analysis.
Liz, Kevin, Mark and Su categorized information from the walks into different themes.

7. Next Steps referring to the action log and project plan.
Preparations for the "Love Farningham" event were discussed.

8. Any other business.
Since the last meeting, Janice has joined the Steering Group.

9. Upcoming dates.

Date - 2026	Location	Event	Time
14 February	Shand Hall	Love Farningham Engagement	9:30am to midday Event 10am to midday
25 February	Shand Hall	SG	6.30 to 8pm
7 March	Farningham VH	Wine Tasting Fundraising	6pm to 10:30pm Event 7 to 10pm
25 March	Shand Hall	SG	6.30 to 8pm
22 April	Shand Hall	SG	6.30 to 8pm
27 May	Shand Hall	SG	6.30 to 8pm
13 June	Market Meadow Village Fayre	Engagement & fundraising/stall	Set up from 9am Event 12-3pm
24 June	Shand Hall	SG	6.30 to 8pm
4 July	Farningham VH	Elvis night Fundraising	6 to 11pm Event
22 July	Shand Hall	SG	6.30 to 8pm
26 August	Shand Hall	SG	6.30 to 8pm
23 September	Shand Hall	SG	6.30 to 8pm
28 October	Shand Hall	SG	6.30 to 8pm
25 November	Shand Hall	SG	6.30 to 8pm
5 December	Village Hall carols	Engagement & fundraising/stall	5 to 7pm
December TBC			