

# **Minutes of the Extraordinary Meeting of Eynsford Parish Council held on Wednesday 31<sup>st</sup> December 2025, at the Parish Office, Priory Lane, Eynsford, at 10am.**

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## **9398 PRESENT**

### Members Present

Mr M Barker, Mr A Cooke, Mr J Griffiths, Mr D Naylor, Mr V Robson, Mrs H Sim, Mr O Young (until 11.17am).

### Others Present

Fourteen members of the public plus Mrs J Laird via videolink.

### Clerk in Attendance

Mrs H Ivaldi

## **9399 APOLOGIES FOR ABSENCE**

None

## **9400 DECLARATIONS OF INTEREST**

Mrs Sim declared a non-pecuniary interest as the owner of land at Upper Austin Lodge.

Mr Naylor declared a pecuniary interest as the owner of land at Upper Austin Lodge.

Mr Griffiths declared a non-pecuniary interest as a close neighbour of land at Common Meadow.

These interests related to the Local Green Spaces Consultation.

## **9401 TO AGREE NEW NEIGHBOURHOOD PLAN TERMS OF REFERENCE FOR EYNSFORD**

Councillors were asked to approve new Terms of Reference for the Neighbourhood Plan, as, due to an oversight, Terms of Reference had not been created for the Eynsford only Plan. Terms of Reference had been agreed for a joint project with Farningham and as such were no longer valid for the single parish project.

A number of members of the public were present, some were members of the Neighbourhood Plan Steering Committee. There was a lengthy discussion about the Terms of Reference and various points of view were given.

It was noted that Eynsford Parish Council was the qualifying body for the Neighbourhood Plan but some councillors felt that the council had not been properly informed about key decisions and consultations. However, the majority of councillors noted that they were pleased with the work that had been completed by the Steering Committee so far.

Members of the steering committee said that they had been following the proper procedure with advice from the Planning Consultant and had advertised their work widely. Members of the Steering Committee said that they should be involved in any changes to the Terms of Reference.

Councillors explained that the new Terms of Reference clarified stages at which the parish council would be consulted and improved overall transparency of the project. The new Terms of Reference acknowledge the work undertaken to date on the Neighbourhood Plan. It was noted that an Extraordinary Meeting had been called because the Chair of the Steering Committee had been unwilling to share the Local Green Space consultation document when asked by the Clerk and other councillors, or to halt the consultation process. Councillors felt strongly that this document should be reviewed by the council prior to publication.

It was noted that five councillors are members of the Steering Committee.

A landowner present questioned the purpose of the nominated Local Green Spaces which seemed to cover a lot of farmland already covered by the Green Belt, National Landscape and other restrictions. A member of the Steering committee explained that Local Green Spaces were small spaces within the parish that had value to the community and should not be built on.

Mr Young left during this discussion at 11.17am.

Two versions of the Terms of Reference were presented to the council for approval. One drafted by Mrs Sim and one drafted by Mrs Laird.

**RESOLVED:** That the Terms of Reference drafted by Mrs Laird is adopted as a draft and that comments would be welcome from members of the Steering Committee to be received by 16<sup>th</sup> January 2026. The new Terms of Reference would be finalised at the next council meeting after the 16<sup>th</sup> January.

## **9402 TO DISCUSS AND AGREE THE COMPOSITION OF THE NEIGHBOURHOOD PLAN STEERING GROUP**

**RESOLVED:** That this discussion is deferred until the new Terms of Reference are in place.

**9403 TO DISCUSS AND AGREE ACTIONS REGARDING THE PROPOSED  
NEIGHBOURHOOD PLAN LOCAL GREEN SPACES CONSULTATION**

Mrs Sim and Mr Naylor left the meeting during this item due to their disclosable pecuniary interests.

**RESOLVED:** That the current Local Green Spaces consultation process is halted. That the council reviews the proposed letters to landowners.

The meeting closed at 11.43am.

Signed, Chairperson: 22<sup>nd</sup> January 2026