

OTTERPOOL PARK LIMITED LIABILITY PARTNERSHIP

MINUTES OF THE BOARD

Date: 15th January 2025

Place: The Jockey Club, Folkestone Racecourse, Stone Street, Westenhanger.

Directors present: Gary Ridgewell, Paula Hirst (Chair), Cllr Rebecca Shoob, Cllr Connor McConville, Lydia Morrison

Others present: Donna Brace, Kerry Percival-Smith – Agenda item 5 & 6, John Foster – Agenda item 5, Ritchie Bennett, Ian Fowler (Savills) – Agenda item 4

1. Apologies for absence

No apologies

2. Declarations under the code of conduct

There were no declarations under the code of conduct

3. Minutes of the meeting of 9th October 2024

The minutes of the meeting of 9th of October 2024 were agreed as a true and accurate record of the meeting.

4. Financial Model

Savills presented a high-level version of the model and answered questions raised. The Board discussed possible scenarios and various levers that could affect the long term viability of the scheme. In addition, the Board discussed the difference between HE as landowner and HE as a potential conduit to HMG financial support, and how best to present our ask to Government. The status of current discussions with both Homes England and the New Towns Task Force was also discussed.

The Board also discussed the funding requirements for upgrades to Westenhanger Station and associated with PACE 1, and how best to approach this in relation to our discussions with potential funders and delivery partners. .

Decision – No board decision required

1. **The Board requested a copy of the complete model document.**

5. WWTW and Wetlands Planning Application

Development Manager presented the draft planning application to the Board for approval to submit. Members of the Board asked various questions and highlighted some minor areas for further consideration or addressing prior to or post submission. The Board was informed that the LLP was still awaiting formal written pre application advice from KCC. The Board requested that should this require major changes, that this should be notified to the Board prior to submission.

Decision – Board approved Planning Application be submitted to Kent County Council once finalised and subject to no major changes being required to the draft following receipt of the formal pre application advice.

1. **The Board requested the following.**
 - **The LLP produce a public feedback report stating how comments submitted during the consultation period had been addressed, or where this was not possible, why (You said, We did)**
 - **Accessibility to be better addressed in the Design Access Statement (DAS), including looking at improving access to existing PROW from A20**
 - **Review of the likely start date given funding status in the DAS**
 - **Further look at the type of fencing being used to have an improved aesthetic**
 - **Ensure that appropriate consideration is given in due course as to how best to manage waste water treatment in the first 50 homes so as to minimise any potential disturbance to new residents.**

6. Transition Budget 25/26

Finance Manager presented the budget required for 2025/2026. It was discussed and approved for formal submission to FHDC. The approach to future procurement was discussed regarding the retention of current consultants. It was agreed that relevant papers regarding any extensions to current contracts would come to the March Board.

Decision –Board approved the request.

- **Board requested further detail of the assumptions and detailed background for the 25/26 budget.**
- **Report on procurement to come to Mar 25 Board**

7. Current Year Budget Status

The Finance Manager gave update on current financial position which the board noted.

Decision – not required

8. Contract objectives and deliverables for Country & Urban Limited and consultant Gary Ridgewell

MD and DB were asked to leave the meeting for this item. The Board discussed the paper and noted the process for reviewing performance and updating objectives and deliverables.

Decision – not required

9. Collaboration Agreement

MD gave verbal update on the current discussions regarding this matter which the Board noted.

Decision – not required

10. AOB.

Resolution in Writing

The board were sent a request to approve an extension to the waiver for consultancy services from Country and Urban. The existing contract was due to expire 31st December 2024.

Decision - The Board agreed with the waivers which were sent out via email dated 15th October 2024

Solar Park

MD gave verbal update to the board regarding the latest position on the proposed Solar Park which the Board noted.

Decision – not required