

MEETING TITLE

Otterpool Park: Collaboration Board

DATE

6 March 2019

TIME

10:30AM

LOCATION

Civic Centre, Folkestone, CT20 2QY

PARTICIPANTS

John Bunnett, Folkestone & Hythe District Council (JB)
Jenny Hollingsbee, Folkestone & Hythe District Council (JH)
Andy Jarrett, Folkestone & Hythe District Council (AJ)
Julia Wallace, Folkestone & Hythe District Council (JW)
Garrett Peters, Cozumel Estates (GP)
Liz Whittaker, Cozumel Estates (LW)

PROFESSIONAL TEAM REPRESENTATIVES

Rebecca Kearney, Arcadis (RK)
Keith Perry, Arcadis (KP)
Zoe Emmitt, Pillory Barn (ZE)
Mike Smith, Pillory Barn (MS)

APOLOGIES

Sarah Wilkes, Arcadis (SW)
Poppy Carmody-Morgan, Quod (PCM)
Tom Vernon, Quod (TV)

ACTION	WHO	WHEN
<p>1. Agreement of notes from Collaboration Board held on 6th February 2019</p>		
<p>1.1 The notes were agreed as a correct record of the meeting held on 6th February 2019.</p>		
<p>2. Planning Application Update</p>		
<p>2.1 The Board noted that the Outline Planning Application had been submitted on 28th February 2019.</p>		
<p>3. Project Review and Lessons Learnt</p>		
<p>3.1 The Board deferred this item for a later date to give time to reflect on the project.</p>	All	TBC
<p>4. Communications Update</p>		
<p>4.1 The Board reviewed the refreshed website and agreed for it to go live.</p>	ZE	11 Mar 2019
<p>5. Land Acquisition</p>		
<p>5.1 An update was provided on progress with land acquisition matters.</p>		
<p>6. Joint Venture and Future Work on Delivery</p>		

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ACTION	WHO	WHEN
6.1 An update was provided on progress with discussions about the Joint Venture with consideration to be given to the scope of future work on delivery now that the Planning Application has been submitted.		
7. Lympne Parish Council Meeting – 6 March 2019		
7.1 A meeting was due to take place with Lympne Parish Council with feedback to be provided after the meeting.	JW	6 Mar 2019
8. Dates of next meeting		
8.1 The dates of forthcoming meetings were noted.		
9. AOB		
9.1 There was no further business.		