



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
HELD ON WEDNESDAY 4TH JULY 2018
1900h, 17 Colburn Avenue, Caterham**

Chairman: Jeremy Webster (JW)

Attendees: John Cheetham (JC), Geoff Duck (GD), Edward Howard (EH),
George Dennis (GDe), Chris Windridge (CW), Julian Palmer (JP),
Cherie Callender (CC)

Apologies: Jenny Gaffney (JG)

Visitors: Alun Jones (AJ), Mike Smith (MS)

Clerking: Maureen Gibbins (MG)

1. Minutes of last meeting. Matters arising not in this agenda.

The minutes of the meeting held on 13th June were approved and signed by the Chairman of the meeting.

2. Approve such Site Assessments as may be to hand.

It was agreed that **MG** will forward the Church Walk site assessment to **CW** for review. Site assessments required for Stanstead Road, Chilcott and South West of Kenley aerodrome.

3. Communications with TDC

JW reported that Emma Amies (EA) has had her contract at TDC extended and her role is to support the development of Neighbourhood Plans. JW and GD are the conduit into TDC. It is JW's that we have to complete work on the areas identified by MS/CW and GD on some omissions and emphasis on certain areas. However, given Sarah Thompson's statement at the Planning Policy Meeting on 3rd July, it seems we are now being encouraged to develop more detailed policies in relation to Planning.

4. Locality Bid and other necessary financial support

CW explained there are 2 kinds of help available; one is finance and the other is technical support. Locality will support the Steering Group, if our latest bid is successful and the support can be utilized updating the SEA and Habitats. It is

likely however that any further “polishing” or hand holding will need to draw on existing monies available from the budget. CC said that, given new circumstances in the Valley, the PC might have to look at what is available for the NPSG. JW said that the Hill PC would step in and help if needs must.

- 5. Design Guidance** – GDe is reviewing the AECOM work and wants feedback from TDC Local councillors and members of the SG. JW has dispatched the AECOM work to all councillors and asked for feedback by 10th July. An independent view is required from Whyteleafe (JC), Caterham on the Hill (JW), Caterham Valley (MS – Harestone and Cllr Dorinda Cooper – Valley) and Chaldon (JP) and opinions/comments to be submitted to GDe by 13th July.

Once feedback is in and GDe has had a chance to review this, GDe and JW will meet with AECOM.

6. Testing of the NP with other Stakeholders

It had been suggested to JW that he review the NP with developers but MS pointed out this was unnecessary at the moment in view of previous recent consultations. It was agreed JW will introduce himself as the recently appointed Chairman to the Steering Group and introduce the plan to developers on an individual basis in September.

7. Matching the NP with the Emerging Local Plan

AJ provided a detailed overview of the recent TDC planning policy meeting. District Councillors have been given 2 weeks to review the policies which a number of TDC Councillors believe are inappropriate and require deeper consideration. General discussion ensued regarding land availability and affordable housing. **All** were requested to submit comments to GDe regarding the Emerging Local Plan Policies. **MS** and **GDe** to work together on the response.

- 8. JW** requested a meeting with MS and CW to look at the Housing Section of the NP to enable him to understand the impact of the emerging LP on the NP. JW said he was worried that we should try and ensure that the work of the NPSG is not to be distracted by the Local Plan and the issues surrounding it. AJ endorsed this view. JW said that the NP policies have never been more crucial.

9. Budget.

JW confirmed that, £53000 has been spent to date, leaving £8.5k in the Bank. It was noted that the Valley Parish have currently allocated £10k but CC commented as above. Currently, there is £11,750 set aside within the current Parish Council budgets. CV PC will review their allocation on 11th July.

JW will review the budget prior to the Parish Councils October budget setting process.

10. Update on the Caterham Masterplan

CW highlighted the number of issues with the Caterham Masterplan mainly around parking, quality of parking capacity, pinch points, residents from Godstone travelling from Caterham to use Oyster scheme thereby causing more on street parking issues.

AJ to provide data to CW whilst CW continues with his work. **CW** to finish his document re the Masterplan and submit to AJ. It was agreed the Masterplan has an impact on the NP.

11.PR.

GD spoke with Emma Pyott (EP) and it was agreed the PR work will increase once the plan has gone to Reg 16.

12.Website.

MG to find out from Paul Hooper (PH) the cost of setting up One Drive. **MG** to also check which copy of the NP is on the website.

13.Delivery and Monitoring.

There was nothing to report at this stage.

14.Response to Limpsfield NP.

The Steering Group is not making a formal response to the Limpsfield NP. **MG** will request a copy of the Design Guidance as it does not appear to be on the Limpsfield website.

15.Time date place next meetings

Tuesday 17th July – 7pm, 17 Colburn Ave

Wednesday 1st August - 7pm, Salmons, Salmons Lane, Whyteleafe

Meeting closed at 2120