



**MEETING OF A MEETING OF THE CR3 FORUM STEERING GROUP
HELD ON Monday 15th April 2017
1900h until 2100h in the upstairs meeting room at Soper Hall, CATERHAM**

Chairman: Geoffrey Duck (GD)

Attendees: Ted Howard (EH), John Sweetham (JS), George Dennis (GDe),
Bob Milton (BM), Jenny Gaffney (JG), Cherie Callender (CC),
Julian Palmer (JP)

Apologies: Mary Mountain (MM), John Orrick (JO)

Visitors: Mike Smith (MS), Paul Hooper (PH), Emma Pyott (EP)

Note Taker: Cherie Callender (CC)

1. Minutes last meeting; matters arising.

The minutes of the meeting held on 19th April were agreed and were not signed by the Chairman of the meeting as he hadn't a printed copy to hand. Next meeting to do that.

2. Approve such Site Assessments as may be to hand, eg Chaldon. Also Tupwood Lane, correct version.

There was discussion to put on the 40 page document describing the land to the West of Chaldon. Steering Group approved the site assessment for 121 and 123 Tupwood Lane. TDC would prefer not to have a public consultation on the 5 large sites across Tandridge as there was the possibility of pushing the whole thing back to 2018. They are going to make a decision on the Garden Village. There was discussion regarding having the Garden Village listed as an AONB. Are all the points covered meet /addressed at the site assessment, as a stand alone site assessment it certainly covers all.

3. Ratify Habitats Directive wording - update due from D Carlisle.

David Carlisle (DC) has sent a document which is a revision to the holding page on the website. GD will have to try and get hold of him or just put on the revised version. DC has put in a request to Sarah Thompson (ST) as he has concerns about consistency as TDC have published their Habitats Directive information. ST did suggest in an email that the Habitats Regulation Assessment could be rescreened at regulation 16. Technically we have to follow basic conditions - we may have to

do an assessment without trying not to slow things down. GD looking not to hold things up.

4. Neighbourhood Planning Act 2017.

This is now in effect. There appear to be a number of matters improving the regulation and powers of Neighbourhood Plans in the Act. Others have not sought to draw the SG's attention to the Act.

5. Features and Benefits of the CR3 Forum NP.

The Plan features are essentially described in the Vision and Objectives of the document. The benefits are the use of the planning policies from locally derived evidence. Also of merit when planning decisions go to appeal.

6. TDC and progress; suggestion of routine meetings from here on.

Tandridge should be producing a brownfield policy/regulation by 2020.

The suggestion was made to have monthly meetings with ST to keep both TDC aware of progress. GDe suggesting something more informal to keep in touch - to keep them up to date. We would expect TDC to make a comment on Reg. 14. ST needs to know how we are getting on. We should have on record minutes. RICS examiner survey is to be requested after the current Reg 14 consultation closes.

7. Preparations for the first Examination of the Draft Neighbourhood Plan. Basic Conditions, evidence, Statement of Consultation, policies. Appoint RICS Examiner. Appoint AECOM for Tech Support on Design Guidance.

We need to get a grip on the Statement of Consultation and assemble it into a proper document. (a complete diary of what we have done). MS and JG to review document which has been maintained by MG. DC target is to have that assembled before the next consultation. Main threads and issues raised by the public - generic trends i.e. green spaces and housing - summarise and group responses. We have to demonstrate how we have responded. Majority of the comments were housing - this document will be examined. We have rewritten the Neighbourhood Plan, we have changed the housing policy to exclude the target, for example these are ways in which we have addressed the main topic. It all needs putting into one piece.

7. Local Green Space Register progress.

Mapping needs to be complete - Small sites not on map. GD suggested that maps are needed for the wall at the shop. Extra sites need to be added to the map. State small sites in the area - Difficulties getting them drawn on - suggested producing one overall one and drill down to three smaller ones. Should there be 4 parishes or one overall?

Oak Grove - we may need to produce a generic description on the basis that the layout of the site is not on OS or Google. Whyteleaf appears to have very little green space assessments.

8. PR/Preparation

Shop was open on Saturday 13th May - very interesting. Feature and benefits for the Neighbourhood Plan. What features does it have? Brownfield site already had

planning permission - told to the visitors. Positive comments for the areas. Positive feedback - public interested in talking about it. People's concerns re housing were addressed - table showing breakdown of sites proved very useful. Powerful message to get across to the public- This Neighbourhood plan will influence future plans. Type, style and character of what we want CR3 to be. This becomes a legal document which TDC will use. Basically through these policies local people are informed, consulted and will carry weight.

- Working with Chris - database of 600 email addresses.
- Belinda Purcell to circulate information to the businesses.
- Publicity flyer, press statement to wider public.
- To print Neighbourhood Plan
- Flyers in local libraries,
- Local developers - copy of the printed plan.
- Press release on the main face book page
- Leaflets to be in public spaces - i.e. Tesco
- Map with schedule of green spaces, green corridor, neighbourhood character areas. Random Greenway (RG) to be requested to print the maps - MG
- The shop had problems with the lighting, but the lamps in use were adequate.
- 51 people signed up in the Visitors book.
- The public were asked to come in and sign the book

9. Remaining activities for Consultation.

- Draft printing will be available next Wednesday (17/5/17)
- Hand out flyers to aid promotion.
- Include Green Space prints.

10. Budget.

Funds are being spent, but to budget.

11. Future work beyond production of NP. Liaison with Parish Councils.

This continues to be a program of work to be developed.

12. AOB.

A promotional photograph for The Caterham Independent need not only be the SG team.

13. Time date place next meetings

5th June – 7:30pm upstairs meeting room, Soper Hall

21st June – 6:30pm – 8pm, conference hall, Soper Hall

5th July – 7pm in the upstairs meeting room, Soper Hall