



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP  
HELD ON Monday 16th October 2017  
AT 1900h, 17 COLBURN AVENUE, CATERHAM**

**Chairman:** Geoffrey Duck (GD)

**Attendees:** Mary Mountain (MM), Cherie Callender (CC), Edward Howard (EH),  
Julian Palmer (JP), George Dennis (GDe), Richard York (RY),  
John Cheetham (JC)

**Apologies:** Jenny Gaffney (JG), , Mike Smith (MS), Chris Windridge (CW),  
John Orrick (JO)

**Clerking:** Maureen Gibbins (MG)

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

The minutes of the meeting held on 18<sup>th</sup> September were approved and signed by the Chairman of the meeting. There were no matters arising that are not on the agenda.

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

There were no site assessments for approval at this time

**3. Statement of Consultation, add any recent updates.**

There were no additions.

**4. Progress with TDC.**

Discussion ensued as to achieving progress with TDC. Maintenance of documentation regarding communications with TDC requesting meetings and information to ensure that there is an audit trail of all activities encountered will be important to prove to all the high quality of the liaison.

JP commented that he has not been receiving emails; MG will update with a new email address for him.

**5. Examination of the Draft Neighbourhood Plan by IPe of Bath. Response due from them on 11<sup>th</sup> October 2017.**

The Steering Group were pleased with the initial response from Bath and the positive comments regarding areas which require addressing. It was encouraging to receive comments regarding the phrasing and what is enforceable and what is not. Quod will be briefed on what is required going forwards. GD reported that finance for the Quod work has been agreed.

A question was raised regarding the Design Statement which GD confirmed is a separate document which relates to a separate finance application.

There are two more sums of funding available of which £6,000 has been allocated to Quod. Further funding application will be used to fund AECOM to prepare the Design Statement. It was agreed that David Carlisle (DC) must coordinate and connect with Bob Milton (BM) at Chaldon Village Council.

All areas of the CR3 area included in the Neighbourhood Plan need to be included in the Design Statement however the differences identified but the dependence of each area on the other areas to also be included.

**6. Budget – identify required work and timescale. Design Guidance, Programme to conclude the NP, Website engineering. The latter 3 under review with Locality for funding.**

Not discussed.

**7. Evolution of topics from NP with Parish and Village Councils.**

GD spoke with the Clerk at Whyteleafe Village Council regarding the delivery and monitoring process going forwards and the ability of Clerks obtaining information from TDC. Clerks should request a set of stats from TDC on a monthly basis and these can be passed to Paul Hooper(PH) who maintains the website.

It was agreed that sources need to be defined and identified for the relevant policies. It was further agreed that a map of the flood catchment areas needs to be included in the Neighbourhood Plan and the Atkins Report may be the source of this information.

**8. Green and Blue Corridors and GreenArc project type – cross-border.**

None of the parishes completed the garden village questionnaire but submitted a fuller response.

**GD** will raise with Quod how the green corridor evidence can be better presented and where data can be sourced from. Work so far has been site specific and the inspector may not accept the number of identified local green spaces.

It was agreed that there needs to be a Green Infrastructure Policy which **GDe** agreed to work on. The NPPF needs to be referred to for the criteria for local green spaces.

**JP** will raise the issue with Chaldon Village Council

The Local Plan is applying pressure to the area and individuals are challenging decisions made at district level.

**9. AOB.**

NFU has produced a farm land policy statement.

**GD** will get hold of Quod regarding the Bath document and the Delivery and Monitoring Statement. Hopefully there is not a huge amount of work going forwards. An indication of how Quod see the Steering Group working with TDC.

**Groups** are to draft what is not going to be delivered and submit to GD.

**10. Time date place next meetings**

**Monday 6<sup>th</sup> November – 7pm at 17 Colburn Avenue**

**Wednesday 22<sup>nd</sup> November – 7pm at 17 Colburn Avenue**