



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

Chairman: Jeremy Webster (JW)

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

Apologies: Jenny Gaffney (JG), Cherie Callender (CC)

Visitors: Mike Smith (MS), Annette Evans (AE)

Clerking: Maureen Gibbins (MG)

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

The minutes of the meeting held on 30th August were approved and signed by the Chairman of the meeting.

2. State of the policies.

It was confirmed that all the policies had been completed although there had been some formatting issues which are being resolved.

3. Report on work of the Implementation Sub Group and Project Plan

AE confirmed that Peter Kelly has joined the group and will be reviewing the Statement of Consultation.

4. Feedback on engagement with consultants.

CW confirmed he has been in contact with Mr Stebbing who is reviewing the plan and will respond with feedback by Friday 20th September.

Two consultants have been interviewed and both will bring different expertise to the group although both have done between 60 and 80 neighbourhood plans. Both consultants are available to help in the short-term. A decision as to the appointment will not be undertaken until the response has been received from Mr Stebbing.

The initial indication is that the plan is too long and needs slimming down however in what way will not be known until Mr Stebbing responds.

There followed discussion regarding the need for additional consultants and the need for further expense.

However, it was agreed that on receipt of the comments from Mr Stebbing a meeting will be convened with JW, CW, JP, MS, GDe and EH to understand what needs to be done.

There will be additional meetings with Mr Stebbing along the lines of one with the Steering Group, one with TDC and Steering Group with inspector level arguments to ensure TDC are on side followed by a 3rd meeting with the revised document.

5. PR

AE confirmed there is nothing to report until the response from Mr Stebbing is received.

6. Budget/Finances(including feedback on PC presentations)

JW confirmed he received positive support from all the Parish Councils when he attended requesting additional funding. The decision on sum of funding required depends on the response from Mr Stebbing.

JP reported that following the visit by JW to Chaldon Village Council meeting the subject of Delivery and Monitoring was raised. It was confirmed a guide from the Steering Group will be provided in due course.

7. Revised Project Plan

The Project Plan is being maintained by Dorinda Cooper however this has been deferred until the response from Mr Stebbing is received.

8. Any other business

- Heritage Assets –JW confirmed he is contact with Liz Bonsall however needs the heritage assets list. MG to assist.
- Re-designation – confirmation of the re-designation has been received.
- Site Assessments – with JW for completion
- MS raised the issue minuted at the last meeting. Cat79 - permitted development site - appendix 3 of Heela. It was agreed to defer this point.
- Local Plan Progress – GD confirmed a robust response from Cllr Jecks. TDC are still adhering to the January date.
- Other current issues which have a relation to the NP. GDe sought assurance that Mr Stebbing would be looking at the comparison between Emerging Local Plan, NPPF2 and NP.
- CW is working on the NP document and the Church Walk development
- EH reminded people origin of the NP was to forge links between the 4 councils.

- GD highlighted the complexity of the plan and that now is the crucial time for the NP to be carried forwards.

9. Time date place next meeting

Wednesday 3rd October - 7pm, 17 Colburn Avenue

Monday 29th October 7pm - 17 Colburn Avenue