



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
HELD ON Monday 19th March 2018
1900h, 17 Colburn Ave, CATERHAM**

Chairman: Geoff Duck (GD)

Attendees: Jenny Gaffney (JG), Cherie Callender (CC), Mary Mountain (MM),
John Cheetham (JC), Julian Palmer (JP)

Apologies: Edward Howard (EH), George Dennis (GDe)

Visitors: 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 28th February were approved and signed by the chairman of the meeting. There were no matters arising that were not in the agenda although MS enquired regarding the reference to the demarcation of the Masterplan and Church Walk. Discussion ensued and GD, together with others, explained the three versions of the plan. **CW** will circulate notes sent to TDC following Ropemaker meeting and **MG** will forward to the Steering Group.

GD confirmed the Masterplan was signed off at the TDC Planning Policy meeting on 15th March 2018.

2. Welcome to Emma Amies.

GD reported that the visit by Emma Amies (EA) was postponed due to weather conditions. EA is contracted to TDC for 4 months to work with the Steering Group to get to Reg 16. GD and EH will work with EA to get the NP packaged and the formal submission in to TDC.

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

There were no new site assessments to be considered however GD requested that all should continue to bring sites forwards.

4. Remaining tasks for Formal Reg16 Submission.

GD will go through documents with EA to ensure they are ready for TDC. EA has had to become knowledgeable of the emerging Local Plan. TDC has an issue that it is

unable to account for the 5 year housing supply which is why the Church Walk development is favourable with TDC.

GD confirmed that there is no expectation that there will need to be another public consultation.

5. Budget.

Finances in order. Quod invoice to be covered and Paul Hooper for website works

6. Website.

Space etc. ready going forwards. Engineering work is being done,

7. PR.

Emma pyott - keen to stay involved. Set out line, formal submission in then set out timetable which is held to - Emma a . Gd - to check it plan has to go to planning policy.

8. Design Guidance progress.

GDe, CW and GD are meeting with AECOM on 22nd March although MS agreed to replace GD if needed. Hope some progress can be made. Joby Thomas has provided some more map layers. The Design Guidance is a support document.

9. Delivery and Monitoring.

GD will follow up with John Orrick (JO) following the Caterham on the Hill Parish Council meeting. It was confirmed that the D & M is going through COH as they are the accountable body. The D&M is to be for the Parishes to make use of and also importantly to inform the policy review 5 years out. JO has been looking to arrange a meeting between all 4. Attending to this once the Reg16 has started will be suitable timing.

It was suggested that QUOD be approached to provide a specimen D & M document from another NP which has covered more than one area.

General discussion following regarding CIL income and it was agreed there needs to be a clear demarcation.

10. AOB.

AGM – still to be confirmed.

11. Time date place next meetings

Wednesday 18th April – 1900, 17 Colburn Avenue

Tuesday 1st May - 1900, 17 Colburn Avenue