



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
HELD ON MONDAY 19TH SEPTEMBER 2016 COMMENCING AT 1900h
IN THE UPSTAIRS MEETING ROOM AT SOPER HALL, CATERHAM**

Attendees: Geoff Duck (GD), Ted Howard (EH), Mary Mountain (MM),
Jenny Gaffney (JG), Cherie Callender (CC), David Lee (DL),
Bob Milton (BM)

Apologies: George Dennis (GD), Mike Smith (MS), Sarah Burningham (SB),
Chris Windridge (CW)

Clerking: Maureen Gibbins

1. Minutes last meeting; matters arising.

The minutes of the meeting held on 5th September were agreed and signed by the Chairman.

2. Preparations for the Draft Neighbourhood Plan.

Tracked changes are being reviewed and retained policies per group are being agreed. GD is meeting with Emma Pyott (EP) on 20th September; Emma is a copywriter and has been recommended by Paul Hooper. EP would lead the creation of the document, including the preamble and will make reference to other documents. The draft Neighbourhood Plan will be put together by NewInk.

3. Site Assessments, plotted on map too.

MS has arranged a meeting with Piers Mason for 27th September; BM and GD will also attend the meeting. The real focus is to get the housing issues resolved. Basic conditions must be adhered to and evidence provided.

4. Local Green Space Register, SA/SEA report Section 16. Green Infrastructure.

MG to send spreadsheets to BM

Action: MG

Roger Levitt has finished updating the SA/SEA report which cross references policies. The Local Green Space Register is to be updated and combined with the Whyteleafe submission and format.

Action: MG

Statement of Consultation to be updated and circulated. Comments summarized by MM to be incorporated.

Action: MG

5. Comments publication.

Comments will be incorporated into the draft NP

6. Meeting with TDC.

27th September – MS, GD and BM to attend

7. PR.

All to submit their Visions to BM ASAP

Action: ALL

DL clarified his understanding of the process from here on in – Public consultation (Regulation 14), TDC, Inspector and then the Referendum; this was agreed.

MG confirmed that, in principle, the shop front in Church Walk will be available once dates are confirmed.

EH suggested using Heart and/or Magic radio for publicizing the NP

Easing out. Visions to bm ASAP. Pre submission - draft np meets criteria. General

8. Budget.

There are funds available for works which need to be undertaken..

9. AOB

GD raised the issue of the way forward. Once the plan has been accepted there will be site assessments that will require reviewing; website updating, clerical work and it needs to be agreed who will carry this forwards. CR3 Forum has to wind up and inter-Council arrangement agreed.

10. Time, date and place of future meetings

4 October – 7pm, Foxacre, Town End Close, Caterham CR3 5UT

17 October – 7pm, Upstairs meeting room, Soper Hall

14 November –6pm, Upstairs meeting room, Soper Hall