



MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
Monday 20th March 2017
1830h at Soper Hall upstairs , CATERHAM

Chairman: Mary Mountain (MM)

Attendees: Jenny Gaffney (JG), John Cheetham (JC), George Dennis (GD),
Cherie Callender (CC)

Apologies: Geoff Duck (GD), Bob Milton (BM), Bill Broadhead (BB),
Edward Howard (EH), Chris Windridge (CW)

Visitors: Mike Smith (MS), Paul Hooper (PH)

Clerking: Maureen Gibbins (MG)

1. Minutes last meeting; matters arising.

The minutes of the meeting held on 6th March were agreed and signed by the Chairman of the meeting.

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

The site assessments for Timberhill Recreation area and Tillingdown area, having been previously circulated, were approved by the Steering Group.

GDe will forward the Heath Road allotments site assessment to MG for forwarding to the Steering Group. **Action: GDe/MG**

The issue of Maybrook House was discussed as a planning application under permitted development rights has been submitted to TDC. It was agreed that CW would be requested to lead on a response to TDC with input from GDe. The response is to be approved by the Steering Group on behalf of the Forum prior submission. **Action: CW/GDe**

3. 28th March meeting with TDC; schedule for the period from 0900h to 1300h.

Agenda for the meeting at TDC is as follows:

0930 - all to attend and meet with Tom James and Charlotte Parker

1000 – Urban Design - George Dennis

1030 - Utilities - Richard York

1100 - Leisure/Community - Transport - Mary Mountain

1130 - Health/Education - Transport - Ted Howard

1200 - Housing - Mike Smith

1230 - Business - Chris Windridge

1300 – Close of meeting

The meeting to be open and frank. Heads of groups to take notes. It was agreed the groups to remain firm on issues/policies which are non-negotiable. MG to check with GD regarding the comments received from TDC following the consultation.

Action: MG

MS raised the issue of the date for the plan which he thought had been agreed at 2015-2035.

Action: MG to liaise with GD

It was further agreed that an Independent reviewer of the consultation comments is critical - following the meeting with TDC. GD to appoint someone on behalf of the Steering Group. Changes only to be reviewed in relation to comments raised.

Action: GD

Sustainability appraisal to be reviewed to ensure policies fit with document. This to be circulated to all attendees. **Action: GD/MG**

4. Preparations for the publication of the Draft Neighbourhood Plan.

Draft NP being assembled with Newink w/c 20th March to allow this to be the working document for all groups by the end of that week. Updates to be sent to Paul Morgan at Newink. **Action: MM/MG**

5. Local Green Space Register progress.

GDe is addressing some small urban green spaces with Caterham Hill Parish Council. GDe will be meeting with Whyteleafe Village Council Chairman to discuss their green spaces and move forward.

It was agreed the current list will be submitted to TDC together with the map which is on the website with a note that there may be a few small sites to add.

An discussion ensued regarding maintaining Timberhill Recreation site as a local green space/public open space.

A response is awaited from Whyteleafe with regards to the site assessments and green spaces in their area. **Action: Whyteleafe Village Council**

6. PR preparation. Emma Pyott is being kept aware of progress.

7. Budget is on track.

Funds are being received from parishes

8. Data Monitoring agreement between parishes.

This topic needs to be addressed over the coming months and a description of the service is to be prepared by Paul Hooper. **Action: PH**

The issue of monitoring will be raised at the forthcoming meeting with TDC.

9. AOB.

MS raised the issue of the housing numbers which can and cannot be included in the policies. Housing numbers need to be reviewed as back garden developments cannot be included. HS01 and HS06 may require reviewing.

10. Time date place next meeting.

5 April - 7pm upstairs meeting room

19 April - 7pm conference room

15 May – 7pm upstairs meeting room