



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
held on Wednesday 21st June 2017 in the Conference Room at Soper Hall,**

Chairman: Geoff Duck (GD)

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

Apologies: Ted Howard (EH), John Orrick (JO), Emma Pyott (EP)

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

Clerking: Maureen Gibbins (MG)

1. Minutes to sign: matters arising from last meeting.

The minutes of the meeting held on 5th June were agreed and signed by the chairman of the meeting.

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

There were none to approve

3. TDC and progress.

GD circulated a copy of the response which is being submitted as the TDC reply to the public consultation. Considerable discussion ensued regarding the perceived negativity in the response together with the apparent lack of knowledge of the plan and the areas which have been identified such as utilities; health and education etc. The response will be considered in relation to all other responses which have been received. Any changes made to the NP is public information and will be communicated to residents.

GDe stressed that all of the Parish/Village Councils involved in the CR3 Forum must respond to the consultation.

It was agreed that GD will respond to Piers Mason with a 'holding' letter.

4. Preparations for the first Examination of the Draft Neighbourhood Plan. Progress on Basic Conditions, evidence, Statement of Consultation, policies. Appoint RICS Examiner. Appoint AECOM for Tech Support on Design Guidance.

GD is meeting with Locality regarding the RICS Examiner who will ensure that the NP is meeting all criteria. DCLG fund the RICS Examiner. It would be anticipated that the RICS Examiner could start work on 30th July.

Following further discussion it was agreed that expert opinion is required from senior planning officers. **MG** suggested Lindsay Frost and will provided contact details to **GD** to

enable him to be contacted. Two quotes are required from experts in planning to seek the clarification and confirmation of what is required.

It was agreed that a deadline needs to be given to the Examiner and the timetable needs to be compressed so it may be necessary to hire help to ensure the timetable is adhered to.

MS is working on the Statement of Consultation which has been maintained by **MG** although more work is required to get it in the correct format.

PH will ensure the NP Vision is more apparent on the website

It was considered important that the CR3 Forum appoints the expert and they are answerable to the Steering Group.

5. Local Green Space Register progress.

PH and **GDe** to meet to discuss and progress.

6. Remaining activities for Consultation, review progress to date. Developers to contact, building firms or agents too.

July 8th Whyteleafe Fete - **JC** to liaise

MS is not sure all comments have been addressed and **GD** confirmed now is the time to go through and identify and account for how comments have been addressed. **GD** further confirmed this is in hand and will be dealt with.

7. Budget.

GD will redraft budget in line with what is required. **JP** reported that **CVC** has allocated £2k to the NP.

8. Future work beyond production of NP. Liaison with the Parish Councils.

Ongoing

9. AOB.

There was none.

10. Time date place next meetings.

5th July 19:00 in upstairs meeting room, Soper Hall

26th July 19:30 in upstairs meeting room, Soper Hall

10th August 1830 in conference room, Soper Hall