



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
HELD ON MONDAY 5TH SEPTEMBER 2016, AT 1800h IN THE UPSTAIRS
MEETING ROOM AT SOPER HALL, CATERHAM**

Attendees: Mary Mountain (MM), Bob Milton (BM), Ted Howard (EH),
George Dennis (GDe), Geoff Duck (GD), Jenny Gaffney (JG),
Cherie Callender (CC)

Apologies: Sarah Burningham (SB), Chris Windridge (CW)

Visitors: David Carlisle (DC), Mike Smith (MS)

Clerking: Maureen Gibbins (MG)

1. Minutes last meeting; matters arising.

The minutes of the meeting held on 22nd August were signed by the chairman

2. Preparations for the Draft Neighbourhood Plan.

DC has tracked changes on the draft neighbourhood plan and heads of all groups need to check the changes and confirm their agreement. Completed documents to be passed to MG. All policies also need checking. All groups to have revised their pre submission documents by **30 September 2016**

Action: Heads of each group

3. Site Assessments.

Cataloguing of site assessments to be undertaken and completed.

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

Green spaces, green belt and housing require input from TDC. Proposals could be in conflict with TDC - agree policy and go to TDC. Key conditions general conformity with policies in local plan and national plan. Align with emerging evidence. Monitor the condition and modify as required going forward. Policy is based on deliverable sites. Concentrate on policies that you can influence over - what is vision, objectives, local green space designation, biodiversity studies. No building in green spaces. If designating local green spaces write to land owners and keep as appendix.

Presumption in favour of brownfield sites and have identified brownfield sites which were/are suitable. Can reference policy in NPPF
GDe and BM to liaise regarding the LGS register

Action: GDe/BM

5. Comments publication.

MG confirmed all comments have been précised and a 2 page summary document has been prepared and circulated by MM.

It was agreed all comments are to be made public with personal information removed
The Statement of Consultation requires updating with comments.

Action: MG/MM

6. Meeting with TDC 7th Sept.

GD reported that the meeting scheduled with Piers Mason (PM) at TDC has been postponed due to lack of communication as to requirements by TDC.

DC to get in touch with PM to progress the plan forward. There followed general discussion regarding the obstacles being presented by TDC. It was agreed a meeting is needed to be held with PM as soon as he is available from planning policy commitments. Plans and recommendations to be submitted to TDC together with the summary drafted by MM. TDC has a duty to comply.

BM does not want OAN figure in Neighbourhood Plan, but deliverable number on brownfield sites

Need to show residents what is allocated or identified

Key - vision - wooded sites and green spaces, environmental constraint , UE01 and H01 require a bit more work with DC and colleagues..

A copywriter has not yet been identified. GD to contact Alan Poter, Tony Burton and Dave Chetwyn

Action: GD

CW to speak with Locality

Action: CW

7. Time date place future meetings.

19 September -7pm, Upstairs Meeting Room, Soper Hall

4 October - 7pm at Foxacre, (button 2 for access).

17 October - 7pm, Upstairs Meeting Room, Soper Hall