



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
HELD ON Monday 5th December 2016
COMMENCING AT 1800h at Soper Hall, CATERHAM**

Attendees: Geoffrey Duck (GD), George Dennis (GDe), Fatima Kamara (FK), Jenny Gaffney (JG), Mary Mountain (MM), Cherie Callender (CC), Bob Milton (BM)

Apologies: Sarah Burningham (SB), Ted Howard (EH),

Visitors: Mike Smith (MS)

Clerking: Maureen Gibbins

1. Minutes last meeting; matters arising.

The minutes were agreed as correct and signed by the Chairman.

JG enquired as to the success of the meeting with the copywriter. MM confirmed the meeting had been positive and although the policies were not reviewed questions raised by the copywriter were addressed.

Discussion ensued regarding Tillingdown and Timberhill recreation grounds; both sites are designated as recreation ground and have to be reassessed for local green space and there is a lot of evidence highlighting that local green space is essential.

Tillingdown site assessment to be considered at the next meeting.

2. Preparations for the publication of the Draft Neighbourhood Plan. Photos, maps etc. Copy as prepared so far by Emma.

The document is to be completed and GD to confirm with the copywriter and submit copy to TDC.

3. Local Green Space Register, Green Infrastructure.

The list for each Village/Parish Council to be approved. The list is getting longer however the updated list will need to be finalized and circulated.

GDe has changed the Urban Design version of the pre submission document and it is now a Local Green Space document; he has combined the best of old and new assets and has tried to create new landscapes for the future including green spaces, heritage and design. URD8 is redundant. GD to go through with the copywriter.

GDe to forward to MG for onward circulating.

MS revised the Housing Report and re-circulated and subsequently comments were received from David Carlisle. After considerable discussion it was agreed to leave the wording of H01 as was agreed by the Steering Group at their meeting on 14th November 2016. It was agreed that MS would incorporate tables. It was confirmed that TDC had sight of the policies to date and had no discomfort with them. Policies are in keeping with the NPPF.

4. Response by NP SG to Local Plan Sites Consultation.

Parish Councils are responding individually however it was agreed the Steering Group would respond to fill any gaps.

5. Remaining activities.

Maps are to be reviewed. Photos to highlight examples local green space, etc

6. PR.

Emma, the copywriter has agreed to take on the PR and work on it through to the referendum. It was agreed that the PR must be proactive and the campaign must see the NP through to the end. Emma will attend the meeting on 23rd January. GD confirmed that TDC have allocated time for reviewing the policies.

It was agreed a date for the consultation will be set and TDC will be informed.

7. Budget.

GD has not been able to speak with the Chairman of the separate Parish Councils. The Steering Group will only exist until the plan is approved. There will still be work to be undertaken following on from the referendum and this will need financing.

8. AOB.

MS to email the Timberhill site assessment to MG for forwarding to the Steering Group and approval by email.

DC will provide support for character areas – **GD to contact DC.**

Ward boundaries have been redrawn by GDe. All design statements to be handed to NP.

Some concern was expressed regarding the Vision and Objectives – **BM to review**

Abbreviations were discussed e.g LSC

9. Time date place next meetings

Monday 9th January – 6pm in the conference room at Soper Hall

Monday 23rd January – 7:30pm in the upstairs meeting room at Soper Hall