



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP  
HELD ON MONDAY 9<sup>TH</sup> JANUARY 2017  
AT 1800h IN THE CONFERENCE ROOM AT SOPER HALL, CATERHAM**

**Attendees:** Geoffrey Duck (GD), Mary Mountain (MM), Ted Howard (EH),  
Chris Windridge (CW), George Dennis (GDe), Jenny Gaffney (JG),  
Cherie Callender (CC)

**Apologies:** Mike Smith (MS), Fatima Kamara (FK), Bob Milton (BM),  
John Cheetham (JC)

**Clerking:** Maureen Gibbins (MG)

**1. Minutes last meeting; matters arising.**

The minutes of the meeting held on 5<sup>th</sup> December 2016 were signed by the Chairman.  
There were no issues arising which are not covered in the agenda.

Signed

TDC will reply by 3/2/17

List of policies - report from TDC from gd

**2. Preparations for the publication of the Draft Neighbourhood Plan. Photos, maps**

GD reported that a response has been received from TDC and this is attached to the minutes. It was agreed that the response received from TDC is encouraging.

GD requested that all review photographs and maps and submit current ones to MG for onward submission to Newink. **ALL**

GD will meet with Paul Hooper (PH) regarding the website and latest map which needs to be circulated. **GD**

Policy wording requires settling which will need to be forwarded to Newink.

**3. Local Green Space Register.**

GDe reiterated that the green corridor map cannot be finalized until all sites have been received. Other green spaces need to be done on evidence base. Discussion ensued regarding the Heath Road allotments and the Officers Mess on Kenley which are prime sites for development and need to be protected.

**4. Remaining activities.**

The Statement of Consultation needs to be finalized and cross referenced as do the list of policies once they are returned by TDC.

**5. PR preparation, Emma Pyott (EP) due to attend meeting of 23<sup>rd</sup> January.**

The next meeting on 23<sup>rd</sup> January will be a brainstorming meeting to identify the PR issues and the way forward to ensure all residents and businesses are aware of the upcoming consultation and the importance of the neighbourhood plan. GD will contact EP prior to the meeting to encourage her to bring some ideas too.

It was agreed that there also needs to be a positive response to comments on social media and it would be beneficial for identified responders to attend a Steering Group meeting to understand the message which the Steering Group wish to convey.

GDe requested that an external body be appointed to review all the public comments to ensure they have been addressed in the consultation document. **GD**

The CR3 Forum response to the Local Plan Site Consultation to be put on the website and on the CR3 facebook page. **GD**

Aspiration projects – some will be natural to Parish Councils for them to address however a number will need more work on evidence base. As discussed previously it will be necessary for a meeting with the Chair of each of the CR3 Forum Parish Councils to identify a group to take the work forward once the Neighbourhood Plan has been through the inspector.

Discussion ensued regarding sites and GD confirmed this is part of the Vision and Objectives of the CR3 Forum.

It was suggested that it would be positive to have a meeting with Piers Mason regarding the aspirations together with highlighting the concerns pertaining to the Officers Mess and Dormers.

**6. Budget.**

GD confirmed that although there is a cash balance at present he will be requesting some funds from the Parish Councils by March 2017. **GD**

**7. AOB.**

CW suggested a meeting with developers, to get them 'on side' would be sensible. There was a brief discussion regarding the Governments current approach to Neighbourhood Plans.

CW raised the issue of the Caterham Town Design Statement (documents already circulated). A sum of £2000 is estimated to be sufficient to finish the statement and funding from CHPC and CVPC is going to be requested. It was agreed the plan should be completed; JG and GDe offered to be involved with CW leading the project.

**8. Time date place next meeting**

**23rd January 2017 – Upstairs meeting room at Soper Hall - 7:30pm**

**10 February 2017 – Upstairs meeting room at Soper Hall - 6pm**

**20 February 2017 – Upstairs meeting room at Soper Hall - 7pm**

	DM	Policy Strategy	DM Input Req	Policy comments needed	Policies with no comments to follow
GSHD 01: Safeguarding Process for the Natural and Historic Environment	YES	NO	Yes	NO	
GSHD 02: Safeguarding Green Spaces	YES	YES	No	YES	
GSHD 03: Safeguarding Wildlife, Habitats, Biodiversity and Geodiversity	YES	NO	Yes	NO	
GSHD 04: Safeguarding Views	YES	NO	Yes	NO	
GSHD 05: Safeguarding Local Historic Character and Heritage Assets	YES	NO	Yes	NO	
GSHD 06: Designing a High Quality Built Environment	YES	NO	Yes	NO	
GSHD 07: Environmentally Sustainable Design	YES	NO	Yes	NO	
GSHD 08: Design of Communal Outdoor Space	YES	NO	Yes	NO	
GSHD 09: Designing for Inclusion and Changing Needs	YES	NO	Yes	NO	
GSHD 10: Design of Lighting	YES	NO	Yes	NO	
GSHD 11: Designing for Construction and Operation	YES	NO	Yes	NO	
Policy HO01 - New Housing	NO	YES	No	YES	
Policy HO02 – Infrastructure for Housing	YES	NO	Yes	NO	
Policy HO03 - Housing General	YES	YES	Yes	YES	
Policy HO04 – Housing Mix	YES	YES	Yes	YES	
Policy HO05 - Retention of Existing Housing Stock	YES	NO	Yes	NO	
Policy HO06 Sub-division of Plots and Back Land Development	YES	NO	Yes	NO	
Policy HO07 - Sub-division of Buildings to Provide Small Dwellings	YES	NO	No	NO	Yes
Policy HO08 - Affordable Housing	YES	YES	Yes	YES	
Policy HO09 - Elderly Accommodation	YES	YES	Yes	YES	
Policy HO10 Travellers & Gypsies	NO	YES	No	YES	
Policy BE01 - To provide employment opportunities to meet local needs	YES	YES	No	YES	
Policy BE02 - Support for small and start-up businesses	YES	YES	Yes	YES	
Policy BE03 - Development of a new Enterprise Park	NO	YES	No	YES	
Policy BE04 and BE05 - Caterham Valley Town Centre and other CR3 NP centres	YES	YES	Yes	YES	
Policy HE01 - General Practice	NO	YES	No	YES	

Policy HE02 - Caterham Dene Hospital	NO	YES	No	YES	
Policy HE03 - North Downs Hospital	NO	YES	No	YES	
Policy HE04 - Primary State Schools	NO	YES	No	YES	
Policy HE05 - Secondary State School	NO	YES	No	YES	
Policy HE06 – Higher and Further Education	NO	YES	No	YES	
Policy HE07 - Private Primary / Secondary Schools	YES	YES	Yes	YES	
Policy HE08 - Nursery Provision	YES	NO	Yes	NO	
Policy HE09 - New School Provision	YES	YES	Yes	YES	
Policy HE10 - Community Use of Education Sites	YES	NO	No	NO	Yes
Policy HE11 - Education Land	NO	YES	No	YES	
Policy LC01 - Allotments	YES	YES	Yes	YES	
Policy LC02 - Burial Grounds	YES	YES	Yes	YES	
Policy LC03 - Maintain And Improve Churches	YES	NO	Yes	NO	
Policy LC04 - Community Hubs	YES	YES	Yes	YES	
Policy LC05 - Community Assets For The Future	YES	NO	Yes	NO	
Policy LC06 - Maintain Libraries	YES	NO	No	NO	Yes
Policy LC07 - Maintain and Expand Footpaths	YES	NO	Yes	NO	
Policy LC08 - Maintain and Protect Open Spaces	YES	NO	No	NO	Yes
Policy LC09 - Tourism	YES	NO	Yes	NO	
Policy LC10 - Public Houses	YES	NO	No	NO	Yes
Policy LC11 - All-Purpose Sports Facility	YES	YES	Yes	YES	
Policy T01 - Impact Of Development On Transport Network	YES	YES	Yes	YES	
Policy T02 - Car Parking	YES	NO	No	NO	Yes
Policy T03 - Safety Of Car Parking Areas	YES	NO	No	NO	Yes
Policy T04 - Electric Vehicles	YES	NO	No	NO	Yes
Policy T05 - Footpaths and Bridleways	NO	YES	No	YES	
Policy T06 - Car Parking for Rail Passengers and Business Staff	NO	YES	No	YES	
Policy U01 - Adequate & Self Sufficient Utility Services	YES	YES	Yes	YES	
Policy U02 - Telecommunications	YES	NO	Yes	NO	
Policy U03 - Power Generation	YES	YES	Yes	YES	

				This is a County matter	
Policy U04 - Fracking					
Policy U05 - Water Supply	YES	NO	Yes	NO	
Policy U06 - Sewerage, Storm Water And Ground Water	YES	NO	Yes	NO	
Policy U07 - Location Of Waste Facilities	YES	YES		Part County mater	
Policy U08 - Development In Flood Plains and areas liable to flood	YES	NO	Yes	NO	
Policy U09 - Contaminated Land	YES	NO	Yes	NO	
Policy U10 - Water Quality	YES	NO	Yes	NO	
Policy U11 - Hazardous Sites	YES	NO	Yes	NO	
Policy U12 - Light Pollution	YES	NO	Yes	NO	
Policy U13 - Noise	YES	NO	Yes	NO	
Policy U14 - Pollution & New Development	YES	NO	No	NO	Yes
Policy U15 - Infrastructure Installation	YES	NO	Yes	NO	

