



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
HELD ON FRIDAY 10TH FEBRUARY 2017
AT 1800h IN THE UPSTAIRS MEETING ROOM, SOPER HALL , CATERHAM**

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

Visitors: Mike Smith (MS)

Clerking: Maureen Gibbins (MG)

1. Minutes last meeting; matters arising.

The minutes of the meeting held on 23rd January 2017 were agreed as a true record and signed by the Chairman.

2. Review of progress over responses to comments from TDC.

The Chairman confirmed the comments received from TDC have been circulated to the heads of the relevant groups for review and response where necessary. David Carlisle (DC) is attending the meeting on 20th February to provide an independent view.

Following discussion it was agreed that a meeting with DC and Piers Mason would be beneficial to enable some of the more contentious issues to be resolved although it was also agreed that if concerns can be resolved by email or letter response it would be quicker. Health Group and Housing Group will email their comments and if the concerns are not resolved they will follow up with a meeting with TDC. The result must be a situation whereby TDC can work with the policies.

GD will liaise with each of the Groups to identify when they are ready for a meeting with TDC.

GD will speak with the Chief Planning Officer.

GDe commented that policy for flooding is required incorporating all aspects and must include TOR, and BM.

There was concern expressed by all present that there appeared to be a general lack of understanding of the policies by TDC due to the non reading of the actual report by the Officers which was expected. The CR3 Forum NP is intended to be complete for the sake of providing a coherent report for the readership for the referendum; and at the risk of repeating policies from elsewhere that are currently applicable; it is intended to describe the situation for the NP area.

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

Some policies are close to being finished however some have been fragmented and duplicated and this situation must be resolved. Revisions to be undertaken and a single document produced. Policies can be relevant to all 4 Parishes.

GD to forward the document, sent to TDC, to MG for onward circulation to the Steering Group. **MG**

General discussion ensued regarding the progress going forwards.

4. Local Green Space Register progress.

GD confirmed that Paul Hooper is undertaking the mapping of the last sites on the website. MS commented that 16 assessments have been undertaken and there is an additional 7 to do. However the total amounts to 59. GD reported there is now a template for completion and it was agreed a blank template and completed one will be circulated to assist those who will be completing the rest of the LGS assessments.

Action: GD/BM/MG

LGS is paramount to next consultation

5. Remaining activities.

Draft Neighbourhood Plan to be pulled together and published. TDC will publicise for 6 weeks following consultation. Steering Group will review comments and make minor amendments prior to next public consultation and then submission to the Inspector. All processes can be done in tandem.

6. PR preparation.

GD has received a suggested approach for the PR of the NP. Once this has been reviewed it will be presented to the Steering Group for their comments.

GD/EP

7. Budget.

GD confirmed that Chris Windridge (CW) has applied for additional funding which is available from Locality. DC has been requested to provide support for the Design Statement for which GD is applying for funding.

8. AOB.

MS raised the issue of the monitoring process going forwards. This is a Statutory issue and impacts on the plan. Monitoring is important. **MG** to contact SSALC for advice.

Paul Hooper is working with some parishes and being introduced to others and it may be the way to take the monitoring forwards.

9. Time date place next meeting

20th February 2017 – 6pm in upstairs meeting room, Soper Hall

6th March 2017 – 7.30pm in upstairs meeting room, Soper Hall

20th March 2017 – 6.30pm in upstairs meeting room, Soper Hall