



**MINUTES OF A MEETING OF THE CR3 FORUM STEERING GROUP
HELD ON MONDAY 20TH FEBRUARY AT 7PM IN THE
UPSTAIRS MEETING ROOM AT SOPER HALL, CATERHAM**

Attendees: Geoff Duck (GD), Bob Milton (BM), Mary Mountain (MM),
Chris Windridge (CW), John Cheeseman (JC), George Dennis (GDe),
Cherie Callender (CC), Edward Howard (EH)

Apologies: Jenny Gaffney (JG), Mike Smith (MS), Bill Broadhead (BB)

Visitors: David Carlisle (DC), Richard York (RY) – for meeting with DC only

Clerking: Maureen Gibbins (MG)

The notes of the meeting held with DC are recorded under item 2 of this agenda.

1. Minutes last meeting; matters arising.

The minutes of the meeting held on 10th February were agreed and signed by the Chairman.

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

- There was general discussion with DC. Concern was expressed regarding the wording of policies and the suggestion by TDC that policies are covered in DP18. It was agreed that providing the policies are location specific and this is explicit in the wording as supported by comments received from TDC it will make them stronger.
 - DC agreed to follow up regarding ownership of lighting issues.
 - Once the plan is agreed it becomes a statutory consultee
 - DC suggested that groups look at mycommunity.org for design coding character
- DC and RY left the meeting

The Steering Group meeting continued:

- Duplications of policies are being resolved
- Transport, minor issues can be ironed out
- Housing, MS and PM to speak and possibly with DC
- MS needs to speak with Parishes regarding there being one version of the NP
- Utilities – stickiest comments and questions to be answered

- 3. Preparations for the publication of the Draft Neighbourhood Plan.**
 - Policy wordings to be done and meeting to be arranged with Tom James and Charlotte Parker at TDC. MG to source dates and advise heads of groups
- 4. Local Green Space Register progress.**
 - Need to start speaking with TDC. Preliminary sift and then to PM.
 - Waiting for data from Paul Hooper
- 5. Remaining activities.**
 - Sustainability appraisal,
 - Statement of consultation
 - Review comments and get professional help
- 6. PR preparation.**

Once policies start coming together get Emma Pyott involved
- 7. Budget.**

GD not called on parishes yet as CW has possibly sourced more funding from Locality which must be itemized and spent by December 2017.
General discussion ensued and was agreed the design statements for Chaldon and Caterham can be progressed – CW, BM and GDe
- 8. Data Monitoring agreement between parishes. Housing completions.**

It was confirmed that TDC don't count houses by Parish but are going to start doing so.

MG to provide a copy of the CIL reports received by Parishes from TDC.
- 9. AOB**

CC offered help to pull papers together. GD to introduce to RY
- 10. Time date place next meetings**

6th March 7:30 – upstairs meeting room

20th. March 6:30 – upstairs meeting room