



**Minutes from Steering Group (SG) Meeting on Wed, 14 September, 2016
West Horsley Village Hall**

Present: Elaine Best, Stephen Bray, Paul Dodgson (chairman), Nigel Farley, Frances King, John Maycock, Julia McClung, Martin O'Hara, Claire Richards, Robert Treble, Sue Vaughn-Jones, Catherine Young

Apologies: Brian Austin, Peter Bennett-Davies, Sarah Christiansen, Janet Gardham, Claire Parker, Tony Thompson, Valerie Thompson, Rob Warren

Actions

1. Approval of Minutes

The minutes from August's meeting were approved. JM to post on website.

JM

2. Review of Sub-Group Meetings with rCOH

Sub-groups have made huge progress over the Summer. The groups have identified a few issues they wish to further explore, but on the whole their reports are complete. JM to write up notes from meetings and forward to rCOH for approval before circulating.

JM

Any outstanding issues to be addressed as a matter of urgency so that rCOH can complete a first draft plan by end October.

Sub-Groups

Proposed timings:

- Wed, 12th October - SG meeting
- Wed, 19th October - all final documents to JM
- Fri, 28th October - rCOH to complete draft plan
- Wed, 9th November - SG meeting
- Sun, 27th November - Open House at WHVH

Housekeeping:

- JM to set up a box.com account in order for all the latest versions of the sub-group documents (many of which are very large files) to be stored/shared centrally with rCOH.
- All further sharing of updated files with rCOH to be communicated via JM.

JM

3. Open House

The draft plan will be presented to the local community at an informal Open House in November after which time any any identified gaps/concerns can be addressed before the pre-submission documents are completed.

Provisional date set for Sunday, 27th November. JM to book Village Hall. Format to be discussed at the next SG meeting.

JM

4. A Plan for the Future

The group discussed the need to ensure that the WHNP is fit for purpose, i.e. to retain the character of our village should GBC's Local Plan get approval.

<p>Sustainable Development:</p> <ul style="list-style-type: none"> • It is essential that the plan promotes sustainable development if it is to get through examination. The group agreed that it needs to continue to emphasise to the community that: <ul style="list-style-type: none"> • the purpose of the NP is to influence the nature of any future development in the Parish; • it is not able to influence the number of new houses proposed in GBC's Draft Local Plan; • it will not indicate any preference to any planning applications or allocated sites for development. • PD to draft an "introduction from the chairman" to this effect and JM to circulate to the group for comment. 	PD/JM
<p>The Raleigh: WHNPSG agreed it cannot support specific plans to move the school. Community Assets to draft education policy that emphasises the importance of West Horsley parents having the opportunity for their children to attend the local school. SB to contact Catherine Carr at EHNP to clarify WHNP's position on education.</p>	SB
<p>Howard of Effingham: Not worth including this in our plan per se. However, it is important to state the importance of West Horsley children also having the opportunity to attend their local secondary school (Howard of Effingham). EB to copy rCOH on the Parish Council's position on education for 4-18 year olds so that this can be included in the draft plan.</p>	EB
<p>The Medical Centre: SV-J to contact Dr Marazzi to find out what their plans for growth are and to feedback to SB.</p>	SV-J
<p>Transport: rCOH recommends raising concerns and putting a wish list together for how we would like any Community Infrastructure Levy (CIL) to be spent. Community Assets Sub-Group to look at this. SB to contact Dan Knowles to find out who the best contact at GBC would be to clarify what the Local Plan says about CIL.</p>	SB
<p>5. Finance EB to check the blocks of payments to rCOH. JM to check with rCOH that we have enough days to complete the pre-submission plan.</p>	EB/JM
<p>Payment for secretarial services for August was approved. EB to pass approval on to Parish Council and to arrange draw down for next three months.</p>	EB
<p>Payment for village hall hire was also approved. FK to raise cheque.</p>	FK
<p>6. Date and timings of Next Steering Group Meetings * Wed, 12 October - 7.45pm in Cedar Room (date may be revised) * Wed, 9th November - 7.45pm in Cedar Room</p>	