



Minutes from Steering Group (SG) Meeting on Wed, 12 October, 2016 West Horsley Village Hall

Present: Brian Austin, Stephen Bray, Paul Dodgson (chairman), Nigel Farley, Janet Gardham, Frances King, John Maycock, Julia McClung, Claire Parker, Sue Vaughn-Jones, Catherine Young

Apologies: Elaine Best, Peter Bennett-Davies, Sarah Christiansen, Martin O'Hara, Claire Richards, Tony Thompson, Valerie Thompson, Robert Treble

Actions

1. Approval of Minutes

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

JM

2. Declarations of Interest

NF informed the SG that he has applied for planning permission to build two small dwellings in Green Lane.

3. Finance

A budget meeting between the Parish Council and key members of the SG was held. The projected budget for WHNP for 2017 was presented to the PC and approved.

The PC approved a draw down of £2,500 and it was also confirmed that the PC had received £6,250 of the grant for the neighbourhood plan from the Department for Communities and Local Government.

The PC expressed concerns about a lack of communication regarding the budget. PD agreed that although the SG has always reviewed its spending regularly, these reviews had not always been documented. SG resolved to review its projected budget again in December and to document all three-monthly reviews in future.

JM to chase rCOH for next invoice.

JM

FK to reimburse VT for photography (£24.30) and pay JM for August/September.

FK

4. Sub-Group Updates

All three sub-groups confirmed that they would be meeting the 19th October deadline for final submissions. All documents to be emailed to JM who will transfer them to rCOH via box.com.

Sub-Groups

Community Assets, Infrastructure & Business Economy

The group reported that they had spoken with GBC and confirmed that they do not hold a list of 'houses of special character'. SB also confirmed that GBC has no plans for any particular projects for the money it has allocated for the Horsleys.

SB informed the SG that Bramble Farm/Overview Farm is converting many of its sheds in to business units and that it currently has 13 tenants, ranging from architects to curtain makers.

SB also confirmed that the business model for Steve's shop will be that of a "village store", with artisan breads, freshly ground coffee, cheese and so on.

Environment & Landscape

CY confirmed that they have been liaising with GBC on maps and now have most of the maps completed. CY to meet Dan Knowles again over half-term to get the remaining maps finished.

CY

CY requested that once complete, the E&Y documents and maps be loaded on the the secure members pages of the WHNPSG website.

Housing & Design

SV-J to add TPOs, Listed Buildings etc in to the character area documents.

SV-J

5. Health Check

The group raised the question of the need for a 'GBC health check' before showing the draft plan to the community. JM to speak to rCOH and GBC for advice.

JM

6. Open House - 27th November, 12-3pm, West Horsley Village Hall

JM to draft a plan for publicising and staging the Open House, including the collation of feedback from the community, and circulate to the group ahead of the next meeting.

JM

7. Date of Next Steering Group Meeting

Wed, 9th November - 7.45pm in Cedar Room

8. Any Other Business

CY informed the group that there will be a meeting between Thakeham Homes and the Parish Council on 24 Jan to hear its plans for developing the Manor Farm site.