

West Horsley Neighbourhood Plan Steering Group (WHNPSG)

Minutes of the meeting held on 13 January 2016 at the Cedar Room, West Horsley Village Hall

In attendance:

Paul Dodgson (Chairman)
Frances King
Peter Bennett-Davies
Catherine Young
Julia McClung
Sue Vaughn-Jones
Nigel Farley
Martin O'Hara
Valerie Thompson
Tony Thompson
Elaine Best
Tina Grace
Robert Treble
Kes Heffer
Nicky Adams
Secretary

Apologies:

Julian Colborne-Baber
Carolyn Kimpton
Sarah Christiansen

1 The Chairman welcomed the Secretary and Julia McClung to the meeting. It was noted that Julia had been engaged to be responsible for Marketing and PR.

2 **Declaration of Interest:** Valerie Thompson and Tony Thompson declared their interest to the meeting in respect of the restrictive covenant on their land and the planning application at Goodhart-Rendel Hall and the field behind Sumners.

3 **Minutes of the meeting held on 9 December 2015:** The minutes of the meeting held on 9 December were finalised and agreed.

4 Matters Arising:

•The Chairman reported to the meeting the outcome of his meeting with Dan Knowles on 6 January 2016 and highlighted the key points in "The Way Ahead" document in relation to his understanding of what the Neighbourhood Plan can and can't do.

- Martin O'Hara reported to the meeting that initial work had been done in relation to the appointment of a Planning Consultant. Martin reported on 3 key candidates' proposals, in particular noting that rCOH have a lot of experience in relation to Neighbourhood Plans within the green belt. It was advised that rCOH have proposed to come and do a 3 day fact finding session in order to be in the best position to advise the WHNPSG and/or the Parish Council (PC). It was agreed that Kes Heffer would attend the PC meeting to be held on Tuesday 19 January, both to report to the PC and advocate for the appointment of the Planning Consultant. It was noted that if the PC appoint the Planning Consultant such appointment would be VAT free. It was agreed that Kes would prepare a brief summary note of the 3 proposals for the PC.

- The Chairman outlined possible avenues for the way ahead including options of setting up an action group or the PC taking a political fight forward. It was also discussed at length as to whether the WHNPSG should continue to meet. General consensus was for WHNPSG to continue to meet. It was noted that the WHNPSG had done a lot of very useful work and (subject to the advice of the Planning Consultant) there may still be a need for preparing the Neighbourhood Plan. It was also noted that WHNPSG is a useful knowledge base for supporting the PC. It was therefore agreed that WHNPSG would await advice from the PC and the Planning Consultant, but in the meantime would continue to meet on a monthly basis.

- Peter Bennett-Davies reported that the PC will discuss the way ahead at its next meeting, but that it had budget to appoint a Planning Consultant and a QC (if necessary).

- The way ahead was discussed and it was generally agreed that:
 - (a) the Chairman and Tony Thompson would attend the PC meeting to report on WHNPSG progress and where we are now;
 - (b) Kes Heffer would attend the PC meeting to present a brief summary of the 3 proposals from the various Planning Consultants.

- The Chairman requested that Martin O'Hara ask rCOH for initial advice on whether WHNPSG's understanding of the Neighbourhood Plan is correct. Martin to speak with rCOH this week.

- The Chairman reported that it was hoped that Nicky Adams would be able to assist WHNPSG with 'communications'. Nicky highlighted the following points:
 - (a) need to improve the village website to raise awareness of impending plans; and
 - (b) better communication between residents of the village and WHNPSG and/or PC. Nicky asked about the email address for the previous WHNPSG secretary. It was agreed that the Secretary would try to activate the old email address. Elaine Best to send details to the Secretary.

- The Chairman reported that it was hoped that Julia McClung would be able to assist with Marketing and PR. It was discussed that the village will need to be reminded of what is happening e.g. that the revised Local Plan is coming out in March 2016 and what its expected contents are. Julia suggested that comments from the village survey are publicised. Peter Bennett-Davies advised that West Horsley has a village newsletter, which contains a section on the Neighbourhood Plan. However, it is currently only circulated once a year and this may need to be more frequent, in order to keep villagers up-to-date.

5 Meeting dates: The date of the next meeting was agreed as Wednesday 17 February 2016 at 7.30pm.

6 Any Other Business:

- WHNPSG thanked Sue Vaughn-Jones for her hard work in relation to reporting on responses of the village survey.
- Martin O'Hara to circulate final version of the Emerging Plan to the attendees of the meeting.