



CRANLEIGH PARISH COUNCIL

**MINUTES OF THE NEIGHBOURHOOD PLAN COMMITTEE
ON TUESDAY 02 NOVEMBER 2017 AT 7.00PM
IN THE PARISH COUNCIL OFFICE, VILLAGE WAY, CRANLEIGH**

Councillors

Cllr R Cole*

Cllr B Freeston* (Vice Chairman of the Committee)

Cllr S Jeacock*

Cllr A Richardson*

Cllr E Townsend* (Chairman of the Committee)

Non Councillors

Mr. M Bamford

Mr. P Townsend*

PRESENT*

ALSO PRESENT: Assistant Clerk S Simmonds.

There were no members of the public present.

1. APOLOGIES FOR ABSENCE

An apology from Mr. M Bamford for a prior commitment was ACCEPTED.

2. DECLARATION OF INTERESTS

Cllr E Townsend declared that she is a member of Cranleigh Civic Society and a Waverley Borough Councillor.

Cllr S Jeacock declared that he is a member of Cranleigh Civic Society.

3. NEIGHBOURHOOD PLAN COMMITTEE MINUTES

The draft minutes of the Neighbourhood Plan Committee meeting held on 05 September 2017, having previously been circulated and adopted by the Council, were AGREED as a true record and duly signed by the Chairman.

4. PUBLIC SESSION

There were no members of the public present.

5. EMPLOYMENT LAND REVIEW

- Cllr A Richardson reviewed existing questionnaire from businesses and confirmed this could still be used as the evidence base and further work maybe required.
- Most of the work has been carried out and it was agreed for a working party (Cllr E Townsend and Cllr A Richardson) to review Waverley Borough Council (WBC) Employment Land Review and undertake site visits where necessary.

It was AGREED for the working party to review the employment and vacancy rates in Cranleigh and report to the next meeting of the Neighbourhood Plan Committee on Thursday 07 December 2017.

6. TOWN CENTRE BOUNDARY REVIEW

- WBC has already carried out the review, which the Parish Council have contributed to.
- Cllr A Richardson has looked at Waverley Borough Council's Settlement Boundary Review, and has extracted the relevant parts to Cranleigh which can be used for our evidence base.
- Cllr R Cole raised concerns, the boundary review could be contentious, with residents wanting/not wanting to be included within the boundary. Cllr E Townsend advised the Town Centre Boundary Review would be part of the Local Plan consultation where the residents would have the opportunity to comment and the NPC will need to review our plan in light of any changes.
- Cllr E Townsend advised that she would check with Gayle Wootton (Principal Planning Officer at Waverley Borough Council) on the Local Plan Part 2 timescale and any impact it will have on the Neighbourhood Plan.

It was requested for the Settlement Boundary Review to be an Agenda item for next meeting of the Neighbourhood Plan Committee on Thursday 07 December 2017.

7. AREA OF STRATEGIC VISUAL IMPORTANCE

- Mr. Philip Townsend advised in WBC document on the Landscape Review it speaks highly of the Knowle Park Initiative Parkland and WBC ASVI Review states Snoxhall Fields has limited visual impact as it surrounded by trees. Cllr E Townsend said Snoxhall Fields is an important area to recategorise, and to suggest that WBC's includes this and to extend the ASVI down the south side of the settlement of Cranleigh including the parkland.
- Cllr E Townsend suggested that maps are included in this section and thought these could be obtained from WBC. *Action – Check with Clerk to see if this is possible.*
- Assistant Clerk to compile a list of users of Snoxhall Fields.

The report on the progress so far was received and it was confirmed the draft section would be available for review at the next meeting of the Neighbourhood Plan Committee on Thursday 07 December 2017.

8. LOCAL GREEN SPACE REVIEW

- Cllr E Townsend met with Mr. Jim Faulkner (Surrey Playing Association) on the Neighbourhood Plan Consultation Open Day held on Thursday 10th August 2017. Mr. Faulkner has produced an updated plan, but nothing had changed for Cranleigh. However, if further playing fields were lost Cranleigh will not have enough land under the Six Acre Standard. This section will need to be updated if current planning application are approved for Glebelands and Cranleigh Primary School.
- The Working Party to review the Local Green Space Review when the planning application for the school sites have been decided and to report to the next meeting.

It was CONFIRMED the Local Green Space Review will be included in the Neighbourhood Plan and will be updated to take into account recent planning applications.

9. COMMUNITY ENGAGEMENT

- From the Neighbourhood Plan Consultation Open Day held on Thursday 10th August 2017 no new topics were raised. The proposed closure of the local Recycling Centre produced more responses than anything else.
- Cllr E Townsend to review the S.106 Pic list to assess what funds may still be available.
- CIL money was discussed and it was suggested to have a wish list of projects prepared in the event of CIL money being available to assist with funding.

The Community Engagement was considered to date and additional requirements will come from the Working Party.

10. PLANNING CONSULTANCY QUOTATIONS

- Currently there is funding for Stages 1 -3. Cllr E Townsend advised that Stage 2 may not be required.
- Cllr E Townsend to review the call for sites and report to the next meeting on 7th December 2017. The Sustainability Environment Association (SEA) report will be done after the call for sites has been carried out.
- Clerk to contact Gayle Wootton (Principal Planning Officer at Waverley Borough Council) to establish if there has been any additional sites put forward since July 2017.

It was proposed to appoint Navigus as the Planning Consultant and it was Recommended to review tasks 1, 2, and 3, and to request Navigus to attend the next Neighbourhood Plan Committee meeting on Thursday 7th December 2017 for Task 0.

11. CHAIRMAN'S REPORT

Nothing to report.

12. CLERK'S REPORT

- Mr. Martin Bamford has heard back from the agent for Stockland Square and there are no plans for the Square at the moment.
- A new self build site has been put forward.

13. DATE OF NEXT MEETING

Thursday 07 December 2017

Signed:_____

Date:_____