



CRANLEIGH PARISH COUNCIL
MINUTES OF THE NEIGHBOURHOOD PLAN COMMITTEE
ON THURSDAY 11 JANUARY 2018 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. P Townsend*

PRESENT*

ALSO PRESENT: Parish Clerk B Bell FSLCC

1. APOLOGIES FOR ABSENCE - There were no apologies for absence.
2. DECLARATION OF INTERESTS
Cllr E Townsend declared that she is a member of Cranleigh Civic Society and a Waverley Borough Councillor.
3. NEIGHBOURHOOD PLAN COMMITTEE MINUTES
The draft minutes of the Neighbourhood Plan Committee meeting held on 07 December 2017, having previously been circulated, were AGREED and signed by the Chairman as a true record.
4. PUBLIC SESSION - There were no members of the public present.
5. NEIGHBOURHOOD PLANNING AND LOCALISM
The Clerk advised that she had spoken with the Principal Planning Officer at Waverley Borough Council in advance of this agenda item and said the call for sites could still be passed to Waverley Borough Council if the Council decided not to continue with a Neighbourhood Plan and perhaps opted to update the Parish Design Statement instead. Members AGREED to continue with the Neighbourhood Plan to attract the higher rate (25%) of Community Infrastructure Levy (CIL) and to include design guidelines in the Neighbourhood Plan.
6. NEIGHBOURHOOD PLAN TIMELINE
The Chairman will update the Neighbourhood Plan timeline to include:
 - Site assessment and Strategic Environmental Assessment by end of March 2018 to meet conditions of the Locality grant.
 - Consultation on draft Neighbourhood Plan at the Community Showcase on 28 April 2018.
 - Submit draft plan to WBC for early comments in May 2018.
 - Consider WBC comments in early June and make amendments to draft Plan.

- Seek Parish Council approval of the Neighbourhood Plan at their June meeting for six week formal consultation.
- End of June 2018 six week formal consultation.
- End of August 2018 review comments submitted to formal consultation.
- Seek Parish Council approval of Neighbourhood Plan with any amendments from the formal consultation at their September Council meeting.
- End of September 2018 submit draft Neighbourhood Plan to WBC for final check with Consultation Statement and Condition Statement.
- Referendum to tie in with Parish and Borough elections at the beginning of May 2019.
- Adoption July 2019.

7. WAVERLEY BOROUGH OUNCIL BROWNFIELD LAND REGISTER

Members discussed the published Brownfield Land Register and noted that the sites for Cranleigh include two that already have planning permission and two that are identified in the Land Availability Assessment.

8. AREA OF STRATEGIC VISUAL IMPORTANCE

Cllr E Townsend had circulated a document on the ASVI for comment. It was AGREED to add the triangle of land for the Centenary Garden to the ASVI, to include the Clerk's comments about land ownership and deed of dedication and to submit the document to WBC.

9. VILLAGE CENTRE BOUNDARY REVIEW

This item was considered in private and confidential session as the documents provided are in draft format. Members discussed the review and AGREED to submit their comments to WBC.

10. CALL FOR SITES

It was AGREED that Cllrs B Freeston, S Jeacock, A Richardson and E Townsend and Mr Townsend would meet Navigus at 9.30am on Tuesday 23 January 2018 to tour the sites.

11. COMMUNITY ENGAGEMENT

- It was AGREED to invite Alfold, Dunsfold, Ewhurst, Rudgwick and Wonersh Parish Councils to the next meeting of the Neighbourhood Plan Committee to discuss issues of shared concern. Cllrs A Richardson and E Townsend would draft a briefing note for the meeting.
- Mr Townsend asked if the shared space project would be included in the Neighbourhood Plan. The Chairman said it had been agreed not to include projects for action in the Neighbourhood Plan and the Clerk suggested that this should be considered for the Regulation 123 list.

12. CHAIRMAN'S REPORT

- The Chairman asked members to review the Neighbourhood Plan pages on the Council's website and to let the Clerk know if there is anything missing.
- The Clerk was asked to contact the Clinical Commissioning Group and find out if they have made provision for parking as more outpatients services will be offered at Cranleigh Village Hospital.

13. CLERK'S REPORT - There was no report.

14. DATE OF NEXT MEETING – **Thursday 01 February 2018. The meeting CLOSED at 8.50pm**

Signed: _____

Date: _____