

## Chobham Neighbourhood Plan Working Group minutes 05/07/18

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### **Attendees - Committee**

Cllr Max Wheeler, Chairman, CPC

Juliet Dunsmuir

James Osbourn

Cllr Pat Tedder, Borough Councillor and CPC - part

### **Attendees – sub-groups**

Alex Green

Cllr Sean Moynagh, CPC

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Jennifer Britt, CPC administrator – to minute

**Item 1: Apologies:** Chrissie Eggleton;

**Item 2: Minutes of Last Meeting approved**

**Item 3: Matters Arising from group members' review of updated policies**

- The quality of the document, written by CPC's planning administrator, was commented on
- It was AGREED to make reference to the Surrey County Council's Cycle Plan under 1.24a and 1.24d of the policies, subject to the plan having been approved. ACTION MW to check
- The introductory text to the plan still needs to be drafted. There is an existing introductory text in a previous draft but how far it needs to be updated and restructured is the question that MW will discuss with the planning administrator. ACTION MW

**Item 4: Particular policy related items for consideration**

- 1) Evidence for housing need. It was agreed that the sub group will meet to review housing need evidence to be provided by VW ACTION
- 2) Whether to accept the offer of a potential local housing developer to provide its housing need evidence gathered from a recent survey was discussed. The group decided against using the data. There was a brief discussion about the potential for the Working Group to undertake its own housing needs survey but no decision was made.
- 3) It was agreed to move the contents of Section 3 of the draft plan (Primary residential areas – 3.1 Housing Needs and 3.2 Design Criteria) into Section 1 (General Policies).

**Item 5: Next steps and timetable**

- 1) It was agreed that a review of the material gathered from the previous public consultation in 2013 was urgent. General ACTION to locate the original material and any analysis of it done subsequently that is stored in emails or in

computer folders. JO had a paper copy of a compilation of responses gathered at the consultation. Administrator to take a scan ACTION.

- 2) It was decided **not** to go ahead with a consultation on 14<sup>th</sup> July because the plan was not sufficiently advanced. However, the point was made that the need for public engagement was pressing and it was agreed to set 15<sup>th</sup> September as the public consultation date and to start publicising it as soon as possible. ACTIONS
- 3) There was a discussion about asking Chobham Parish Council to fund more of the planning administrator's time and also taking up the offer by a recently retired planning officer to give voluntary assistance with the plan but nothing specific was agreed.
- 4) It was agreed that a meeting should be arranged between VW, JO and the planning administrator as a matter of urgency to discuss writing the introduction to the plan. ACTION

Next meeting: 23<sup>rd</sup> July Valley End Institute, 7.30pm, as long as the planning administrator and Cllr Wheeler can attend on that date.