

PUTTENHAM PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING GROUP
Minutes of meeting on Wednesday 9th November 2016

Present: Mr J Green(BJG) Mr R Griggs(RG) Mrs S McIlroy(SMc) Mrs V Cassar(VC)
Mr I Creswell(IC) Mr G Thompson(GT) Mr D Binns (DB)

In attendance: Mr James Garside – NP Planning Consultant(JG)
Mrs W Hazzard – Clerk to the Parish Council

Apologies: None. Mr S Thompson (ST) absent.

1. Introduction

BJG welcomed the committee. RG introduced JG explaining that the group are now in a position to employ a consultant to guide them through the NP process. BJG reported that at the latest parish council meeting JG was approved as the consultant and the aim is to complete by April 2018.

JG gave the committee a brief history of his career which includes Town Planner and more recently a Neighbourhood Plan Officer.

2. Reports

In a previous meeting it had been agreed that committee members would be responsible for a particular area of the Neighbourhood Plan. Each member fed back with actions taken since the last meeting.

HOUSING (IC, DB & BJG)

BJG reported that every household had been sent a letter from the steering group requesting suggestions for possible housing sites. He and IC had met with residents of sites that had been previously identified but to date no offers had been made.

RG explained to JG that the NP committee's plan is that any development is for affordable housing and there are currently 3 or 4 potential sites.

IC had received a letter from a resident of Guildford who owns some land at Munday's Boro' where she currently keeps horses. At this point GT declared an interest as he owns the road leading to the field. There had also been communication from another resident who has land in Seale Lane. IC and DB to follow up. Hampton Estate had also been in contact. It was suggested that all sites need to be assessed regarding suitability. DB to produce document ready for next meeting. Clerk to send IC a list of questions that need to be asked of landowners.

Discussion took place regarding those who had not been contactable. BJG said that he had not been able to contact the landowner of the quarry on Puttenham Hill. SMc declared an interest at this point as the owner has a right of way over her land as she owns the access from the B3000. It was suggested that the committee could use the Land Registry check. Landowners who have not been contactable or who retract offers need to be documented. JG advised that the examiners require as much evidence as possible and housing will be one of main focus areas that they and residents will look at.

TRAFFIC (SMc)

SMc reported that one aim is to remove white lines and signs, as evidence has shown in other villages that more notice is taken when these are no longer in use. The addition of sight mirrors and a 20mph limit is also favourable. JG advised that removing signage etc would be an aspiration policy but agreed that research should continue. RG said that they should be included in the plan somewhere as traffic and speeding are such a hot topic amongst residents.

Since the last meeting SMc had carried out speed checks and traffic counts.

The results for volume of traffic taken between 8.30am and 9.00am during school term time were:

B3000 - 733 vehicles

The Street - 129 vehicles

Suffield Lane - 59 vehicles
Lascombe Lane - 7 vehicles
Hook Lane still needs to be recorded

No excessive speeding was noted. Residents had told SMC that the worst spots are on the slope down from the church, and after the bend near Crossways. The reason for this is believed to be that people are frustrated after being held up by congestion in the village, so put their foot down when they eventually are free.

SMC had made other observations. Cars were parking dangerously by Priory gates in Suffield Lane by mothers taking children to school. There is nowhere for cars to go once the spaces on the street have gone, so they are having to take risks. No parking near the church hasn't helped. Evidence of van/lorry damage on corner of Suffield Lane and Lascombe Lane.

JG advised that as the committee are looking towards having a village car park to ease the congestion they should consider when establishing possible sites for housing whether they are large enough to accommodate a car park as well.

It was suggested that other members of the committee take recordings of volume and speed at different times of the day and that all findings should be documented as Surrey Highways may need to be involved in the future.

DESIGN (GT)

BJG congratulated GT on his design document. GT responded that he had taken a model document and adapted it to be more relevant for the parish. He highlighted Space standards, energy conservation, sustainability and health & wellbeing.

RG commented that development needs defining, although it is ultimately for affordable housing he thought it should also include all new builds and extensions.

Clerk to send design report to JG.

RECREATION (VC)

BJG reported that the play area had been discussed at the recent parish council meeting and it was agreed to replace it within 3 years.

A letter asking for suggestions on what people would like to have in the recreation areas had been circulated via Puttenham School to all its parents and VC to local residents. There had been a lot of response, some of which would not be possible. VC was asked to keep the list for future reference.

JG said land can be included in the policy by allocating it for recreational purposes. One such area could be the Jubilee Field.

3. ACTION POINTS

JG advised that all research is documented as this will be evidence for the examiner. A community event or survey would be a good idea to engage with the parish. RG indicated that the next public meeting is likely to be at the Parish Assembly in May.

The clerk to send JG email addresses of committee members and previous funding application form.

Date of next meeting Wednesday 25th January 2017 at 7.30pm.

Signed: R Griggs
(Chair of NP Committee)