

PUTTENHAM PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING GROUP
Minutes of meeting on Wednesday 15th March 2017

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

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

Apologies: Mr I Creswell and Mr S Thompson

The meeting opened with RG and BJG reassuring the group that we need to continue with the plan. Most parishes in Surrey are producing a plan. It is important for the village's future especially now the Green Belt is slowly being reduced. Puttenham is protected at the moment but the future is unsure.

1. Parish Assembly

JG advised the following

- In regard to housing, ask the residents "Do we need affordable housing?"
- Make the meeting a workshop rather than a sit down event.
- Do not advertise potential sites before meeting

Areas to be covered at the meeting

- Housing – DB, IC and GT
- Recreation – VC
- Traffic & Parking – SMc

A meeting on Tuesday 2nd May to confirm details

Flyer to be sent to all residents – JG to write text. Send to ST to arrange printing.

Questionnaire to be available to take away and also to be sent out after meeting.

Refreshments to be served.

2. Minutes of 25th January 2017

The minutes had been circulated prior to the meeting.

3. Matters arising from 25th January 2017

Housing

DB distributed the affordable housing sites spreadsheet. WH to enlarge document for parish assembly. JG asked how the biodiversity scores had been reached. DB responded that it was through local knowledge. DB & JG to arrange time to visit sites.

It was suggested that the site assessment criteria is displayed at the parish assembly to confirm how sites were established.

WH to arrange for parish map and settlement area to be obtained from GBC for the parish assembly. WH to invite Greenoak Housing Association to the 2nd May meeting and the parish assembly.

Traffic

SMc distributed report for the plan. Needs supporting document.

SMc gave an update on possible car park sites.

- Hampton Estate land – Not an option
- Field opposite Carpenters Field – Not ideal as it would probably be used by people heading towards Puttenham Common via Highfield Lane
- Priory field – Not an option
- Field at end of The Street – Not an option
- Jubilee Field – Only option now available

RG commented that the B3000 is included in traffic report

Design

Nothing to report

Recreation

VC had gathered more evidence by producing a survey.

A.O.B.

JG said that there should be a supporting document for each topic. He will set out a template to ensure consistency.

4. ACTION POINTS FOR PARISH ASSEMBLY

- Vision and objectives to be displayed – WH to enlarge
- WH to enlarge housing site spreadsheet
- WH to arrange for parish map and settlement area
- Refreshments

Date of next meeting Tuesday 2nd May 2017 at 7.30pm.