

PUTTENHAM PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING GROUP
Minutes of meeting on Wednesday 25th January 2017

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) Mr S Thompson(ST)

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

Apologies: None

1. Minutes of Meeting 9th November 2016

The minutes had been circulated prior to the meeting. All agreed and signed.

2. Matters arising

RG asked for an update on actions taken since the previous meeting.

Housing

IC distributed a spreadsheet with the findings of possible housing sites. Following discussion, the following points were raised.

- There are 2 plots in Seale Lane which could be the most viable, however all sites that are recognised require clarification from the landowners prior to publication
- Additional points need to be added showing strengths and weaknesses – see site assessment criteria that JG has produced
- JG suggested that for internal use a questionnaire could be raised for the sites that have been recognised
- Contact should be sought again with the landowners who have not responded. All attempts should be recorded
- No progress with the golf club land
- An account to be set up with the Land Registry – WH to enquire
- Maps of the area to be sourced from Guildford Borough Council – RG to contact
- Greenoak Housing Association to be invited to Parish Assembly

Traffic

SMc had nothing new to report.

Discussion took place regarding possible sites for a village car park. Possible sites were recognised and landowners would be contacted.

- Jubilee field – BJG to raise at the Parish Council meeting in March
- Priory field – RG
- Field B3000 end of The Street – SMc
- Hampton Estate hop field – SMc
- Carpenters Field – SMc

JG informed the committee that there is scope to include a policy in the plan to include traffic calming and parking. He suggested that information should continue to be collated

Recreation

Evidence of the suggestions should justify the need i.e who uses and how often. Analysis to be shown at parish assembly

3. ACTION POINTS

- Suggestion was made that a general questionnaire was given out at the parish assembly. GT to compile questions
- Change date of next meeting to 15th March
- Amend time of parish assembly to 7.00pm
- Article to be put in Village News advertising parish assembly
- Flyer to be delivered 3 – 4 weeks before parish assembly
- Publish minutes on website
- More contact with the public

Date of next meeting Wednesday 15th March 2017 at 7.30pm.