

## Neighbourhood Plan Steering Group meeting 27-09-17

**Attendees:** Sandra Dennis, John Rowland, John Brockwell

### Agenda

#### 1. Is a Neighbourhood Plan (NP) necessary for Albury Neighbourhood?

JR consulted a colleague from Kent who advised against a Neighbourhood Plan because they take time to prepare and are at the mercy of changes in Local and National Planning Policy

SD had spoken to Dan Knowles (GBC) who advised that the only alternative to a Neighbourhood Plan is a Neighbourhood Development Order. These are adopted by communities that want to pursue a development themselves. Very few have been progressed in the UK and they have proved very unpopular as community opinion is often divided regarding development.

Parish Councils will only qualify for 25% contribution of CIL/S106 Agreements when a Neighbourhood Plan is in place without a NP only 10%.

Albury Parish Council responses to the Guildford Borough and Waverley Plans indicate that Albury Neighbourhood will inevitably be affected by a substantial increase in house building, traffic and leisure pursuits resulting from increased population in neighbouring parishes. In order to protect Albury Neighbourhood, we need a NP that unites our community behind what is most important about the area we live, and how we want it to be up to 2033.

The NP once adopted becomes a statutory part of the Guildford Borough Plan and due consideration must be given to it in deciding planning and infrastructure matters.

In order for the NP to be adopted over 50% of residents in the Parish will have to vote for it in a referendum.

The Steering Group unanimously agreed that there should be an Albury Neighbourhood Plan and that it must unite the community in its approach.

#### 2. Review the East Horsley, West Horsley, Burpham and Effingham Neighbourhood Plans

Attendees had reviewed the above Plans.

JB advised that he felt the West Horsley Plan reflected the approach Albury may take, as the area has more rural areas and is under threat from development in other parishes. It is also less site specific. West Horsley consultants rCOH.

SD said she agreed with JB but preferred the style and presentation of the East Horsley Plan. This may be because of the design approach used by their Steering Group or the guidance they have received from Consultants. East Horsley Consultants Navigus.

Effingham did not use Consultants because they had enough planning expertise in their Steering Group.

It became clear that much of the information in the Plans was evidence based e.g. Housing Needs Assessments, Character Assessments, Rural Community Profile. JB said that we would need to look at what Albury already has and what might need to be updated so that the NP is current and relevant.

### **3. Consultants**

The Steering Group agreed that it would be useful to have the support of a planning consultancy to guide it in constructing our NP.

We should approach other Parishes to find out their experience of the consultants they have used.

A government grant is available of £9k to pay for consultants though there are additional costs that have to be paid by the Parish Council. Parish Council has to apply for govt. grant. Dan Knowles advised that applying for the govt. grant is not straightforward.

3 Consultants will be asked to present to the Steering Group.

### **4. The Steering Group**

Only the Parish Council and not the Steering Group can apply for the NP to be adopted so it was agreed that the Steering Group should include members of Albury Parish Council.

General discussion on who else should be on the Steering Group. JB advised a number of local people had expressed interest in helping. Agreement that it must be a small group of SD, JR, JB and some non-parish councillors. All agreed that current Steering Group would select consultants and put together a "job spec" to be sent to those people who have expressed interest, asking if they would be willing to join the group and giving them some idea of the commitment.

It was agreed that involving the Albury Estate would be important and in due course JB agreed to approach Michael Baxter with a view to joining the Steering Group.

It will be important to have a Secretary/Clerk and a website. This may have a cost implication.

### **5. Time Frame**

All of the NP's reviewed have taken 2-3 years to reach their current stage, none has been adopted yet. We should view this with regard to setting our own time frame.

### **Action Points**

- **SD** will speak to Chairs of NP Steering Groups of East and West Horsley and Send to find out any useful advice, what costs there are above those of the consultants that must be met by the Parish Council and how good their consultants are.
- **SD/JR** Commence process of applying for Govt. grant.
- **ALL** Produce Consultants short list, get them to present to the Steering Group.
- **ALL** Draw up "job spec" for non-parish cllrs to join the Steering Group, after consultants selected and approach them. JB approach Michael Baxter.
- **JR** will investigate developing NP website.

- **JB** to advise Steering Group what evidence based material already exists and what needs updating.

**Next meeting:**

**November 23 @ 1pm**