



Minutes from Steering Group Meeting
via ZOOM Conference Call
27th May 2020 7.30pm

Present:

Steering Group: Sandra Dennis (Chair), Nicola Aldridge, Peter Gellatly, Fran Breslin, Stu Bevan, Clive Mingo, John Brockwell, Tim Wall, Sally Blake, Andi McCann, Gabi Cutayer

Apologies: None

In attendance: Tracy Laffar

Welcome

- SD welcomed all members and thanked them for joining via Zoom

Declarations of Interest

- SD set out how Declarations of Interest would work. Members of the Steering Group (SG) are required to Declare an Interest if a site to be discussed is near to or adjacent to any property that they own, development of which may cause their opinion to be fettered. Members will be allowed to discuss the site at meetings but will not be allowed to vote on whether or not the site will be included in the Neighbourhood Plan.
- SD declared that she lives in close proximity to Albury House.

Minutes of previous meeting

- Previous meeting minutes were agreed

Matters Arising

- Michael Baxter has been in contact with SD. The Estate wanted its Planning Manager to visit Albury in order to discuss potential sites for the NP. The lockdown has prevented this and delayed their proposal, which is now due May 29. SD will forward this to the SG once this has arrived and asked all members to use discretion regarding the information, so as not to cause alarm in the community. At this stage they are only draft ideas that may or may not be pursued further.
- Parish Council have declined to put forward any potential sites for affordable housing. For example, Farley Green and the Recreation Ground in the village.
- The Eshelbys have put forward 2 sites. SD asked them to clarify how they might deliver affordable housing in perpetuity. They have responded and TL has circulated their proposal to SG members. SD was asked to clarify with the Eshelby's if their proposed sites are independent of their proposed designs.
- JB has no further info re possible grant funding but agreed to investigate before next meeting. SD said she had revisited Locality site and believes that we were able to apply for £9k initially but though were only awarded £6.7k. This may be because we were not considering sites for affordable housing at the time. She asked JB to revisit this and see if we now qualify for the remainder. In addition, we should be eligible for a technical grant and further grant which would take total grant funding available to £28k. SD said that she and JB had held a meeting with O'Neill Homer regarding expenditure to date and future plans and costs. It was established that their consultancy fees already billed are in line with forecast. O'Neill Homer were asked to quote for consultancy work to achieve NDO/CRTB which is work above original forecast. She advised the SG that it would need to think carefully regarding expenditure on the project as the Parish Council will not be able to recoup large sums from

ACTIONS

SD

JB

future CIL income. As such landowners may need to be asked to contribute to the cost of the NP, if affordable housing is included at referendum stage, even if it is subsequently rejected at referendum.

Update from Working Groups

- | | |
|--|------------------------------|
| <p>1. DESIGN & HERITAGE – Stu Bevan
1st draft is now in the SG members area of the website for review by all.</p> | ALL |
| <p>2. GREEN INFRASTRUCTURE & ENVIRONMENT – Sally Blake [SAB]
SAB is updating her report but needs input from SG members. SAB has been adding designations for sites so continues to update her report. The revised draft report will be circulated and added to the SG area of website in the next week. For members to review</p> | ALL |
| <p>3. COMMUNITY FACILITIES –Clive Mingo + Tim Wall
First draft with TL for uploading to website. TW advised that he will go back to the brief to include recommendation for educational facilities.
Further work to be done on the catchment area for schools</p> | TL/CM/
TW |
| <p>4. TOURISM – Peter Gellatly
The draft is almost complete. PG advised that there are no other NP’s available with a tourism policy which had made this difficult and sought clarification from the group on whether the aim was to promote tourism or how to manage/contain it. The SG agreed manage/contain its growth but this will be discussed in more depth when the group reviews the project.
AMcC to gather information from local businesses that accommodate tourism for their input</p> | AMcC |
| <p>5. RURAL ENTERPRISE – Nicola Aldridge
John Dowty suggested speaking to commercial estate agents in Guildford to investigate if there is a demand for local rural office hubs as many people are preferring not to commute long distances to work, NA to investigate. JB will also ask Michael Baxter the same question regarding the Estate.
SD will touch base with NS to see what his ongoing input will be on this Task Group Project.
JB speak to Andy Cobb to investigate needs for a hub or to understand his requirements.
The Landfill site is also a potential for multi-desk/tenancy/flexible arrangements.
Rural Enterprise report is still delayed due to Covid 19 restrictions on business.</p> | NA

JB
SD

JB |
| <p>6. TRAVEL –Fran Breslin Gabi Cutayar
Draft report will be ready after meeting with JB on May 30.
Group discussed noise decibel level of motorbikes in the village and if this can be measured. Also do we have minimum requirements for a road to qualify as an A road, e.g. width? Does the Street comply with this?
PG to send the IGAS 2012 traffic speed data to GC</p> | FB/GC

PG |
| <p>7. GREEN FOOTPRINT
John Dowty has a precedent for how green footprint policy can be accommodated in NP’s and will share this with the Steering Group.</p> | |

In order to keep to our timetable and in the light of some draft reports being ready, SD suggested that the SG meet bi-weekly through June reviewing 2 draft reports at each meeting. It was agreed that the first 2 would be Design and Heritage and Green Infrastructure and Environment which will be discussed on June 10. All members should read these reports prior to the meeting and be prepared to share their thoughts and observations

ALL

SD suggested that each report should include a clear indication of the groups' recommendations.

SD closed the meeting at 8.45pm.

Date of Next Meeting:

- Wednesday 10 June at 7.30pm via Zoom.