

Minutes of the Dunsfold Neighbourhood Plan Steering Group held on Tuesday 17th April at 6pm

Neighbourhood Plan Steering Group

Alistair Bentall
Ginny Fraser
Steven Haines (Chairman)
Lynne Hamill
Julia Quaile (Secretary)
Larry Westland

Apologies

John Gray
Bob Lees
Rob Nunn

In Attendance

Roy Enticknap
Celeste Lawrence
Mary Ann Barton
Dave Barton

1. Minutes from the meeting held on Tuesday 13th March

JQ corrected the spelling of Gayle Wootton's surname. The minutes were agreed and SH will put the corrected minutes on the website.

2. Progress Report

SH said we were making good progress but we must start to draft the Neighbourhood Plan – discussed below.

3. Communications

GF said it had been difficult to formulate a communication plan as we were waiting on outputs from others - the results of the housing surveys and the call for sites. However, she said they has drafted part of the next newsletter and could move quickly once we had received material.

However for the village fete – RN will produce banners, LW will walk around with boards. There will be a Dunsfold Plan Steering Group stall with a map of the village and the game “Find the treasure”. BL will provide a gazebo and a table and will have the Survey ready so it can be handed out at the stall.

LW and GF thought the next event should be held at KGV. CL will show LW around the facilities.

GF will organise a drawing competition for youngsters in the village using the village shop.

4. Call for Sites update

There have been 18 sites put forward to AECOM. On 2nd May, SH will pick the two AECOM people up and show them the 18 sites.

LH said they apply impartial methodology in assessing the sites for their suitability for building. They have already done this for Waverley Borough Council.

MAB wondered if they should be paid for doing a job they have already done. LH pointed out that there are new sites involved and this is part of the process.

GF called for transparency on the call for sites as some of the group were privy to this information. SH explained this was part of the process and he would bring information on the sites to the next meeting.

5. Strategic environmental assessment (SEA)

LH said she had forwarded the partly filled in form to Gayle Wootton (WBC) and Gayle had completed it and recommended that an SEA would be needed. Gayle had forwarded this recommendation to three statutory authorities for their opinions and they were due to respond by 4th May. If we did need to do this, as seemed likely, we would have to apply for a technical assistance from AECOM.

6. Housing Needs

26% of the village responded to the survey. LH had expected to receive a draft report from Louise Williams (Surrey Community Action) by the end of last week and hoped to receive it this week. She would then circulate it and the Steering Group would have two weeks to comment. The report was due to be completed by 30 April, but this looked unlikely now.

AECOM had originally promised their report at the beginning of March. LH had chased and it had been promised again for this week. If it had still not been received we would take it up during the visit on 2nd May.

7. General Survey/ questionnaire report

BL and RN have used survey monkey and it will be ready for the fete.

8. Writing the plan

SH suggested we find a plan for a similar area that has been approved and adapt it accordingly.

LH suggested **Kirdford Neighbourhood Plan** as this was for a similar area. She would send it to the Group.

9. Budget Report

LH and CL said we underspent by £1061.00. This will be sent back and then can be reissued in the next grant.

10. Future Funding

LH has put in an application for £6874 mostly for printing. LH explained that we can apply for a further £8,000 to cover consultants and other costs that might arise. However, until we receive grant funding, the Steering Group has to rely on the very limited funding available from the Parish Council and so expenditure must be kept to a minimum.

11. AOB

SH explained that RE determined what could be displayed on the Common, RE explained that banners placed on the Common have to be below a certain size and only for up to two weeks before an event.

GF will organise the box for receiving surveys etc. at the village shop.

The next meeting will be on Tuesday 1st May at 6pm in the Nugent Room