

Minutes of the Dunsfold Neighbourhood Plan Steering Group held on Tuesday 29th May at 6pm

Neighbourhood Plan Steering Group

Ginny Fraser

John Gray

Steven Haines (Chairman)

Lynne Hamill

Bob Lees

Julia Quaile (Secretary)

Apologies

Alastair Bentall

Shaun Devoto

Rob Nunn

Larry Westland

In Attendance

Dave Barton

Mary Anne Barton

Roy Enticknap

James Field

Celeste Lawrence

1. Apologies

Apologies from Alastair Bentall, Shaun Devoto, Rob Nunn and Larry Westland.

2. Minutes of meeting held on 1st May

The minutes of the last meeting were agreed and SH will put them on the website.

3. Call for Sites report

Two consultants from AECOM visited the sites on 2nd May and have subsequently asked for more information on two of the sites.

4. AECOM draft Housing Needs Assessment report

LH has gone back with comments. AECOM will consider these and then submit the report for approval by Locality after which the final report will be issued.

5. Surrey Community Action draft Housing Needs Assessment report

LH has gone back to SCA with comments.

6. Residents' Survey report

GF had collected 42 completed copies of the Residents' Survey and she will take these to Tina Wilmer, who has kindly agreed to enter the data for analysis. SH has received letters of complaint saying that the survey wording in the preamble to Q20 about the school is incorrect: it was the Schools Adjudicator who closed the school, not the Diocese of Guildford. The Group will apologise for the mistake in the Dunsfold e-news, Parish magazine and with a notice in the Shop. It was agreed that the mistake makes no difference to the replies to the

question about the school and does not invalidate the questionnaires already completed. The online questionnaire will be amended to read:

"The village school was closed in 2004. Most of the schools in this area are already at or near full capacity."

7. Plan period

JG wants to work on a 10 year Plan with Waverley Borough Council because of the special circumstances that prevail in Dunsfold: in particular -

- The fact that planning permission has already been granted for some 60 houses
- The AECOM HNA report indicates that Dunsfold should be required to produce only 90 rather than 100+ houses
- The proposed development of Dunsfold Aerodrome would put thousands of houses in the Parish and in neighbouring Alfold.

8. The Plan Policy Working Group

SH said that drafting the Plan needs to be started a.s.a.p. SH will start the Plan by using the Kirdford Neighbourhood Plan as a prototype. He will also produce a list of headings from the Kirdford Plan and at the next meeting, we will have a brainstorming session to generate a list of possible policies. CL will supply a set of large post-its to facilitate this exercise.

9. Funding and Budget report

CL could not confirm that the funds granted had been received until she had the next bank statement.

10. AOB

Strategic Environmental Assessment (SEA)

Gayle Wootton of Waverley Borough Council had completed the SEA form on our behalf and concluded that an SEA would be required. She had submitted it to three statutory consultees and asked for responses by 4th May. All three agreed that an SEA would be needed. As a result, with the agreement of SH and JG, LH had applied for a technical support package from Locality to help us. Following the submission of this application, LH had had a preliminary discussion with AECOM and was told that the application would be submitted for approval on 30th May. AECOM would then be in touch to discuss how to proceed and would work alongside the Group until the Plan was finished. (The SEA AECOM team would not be the same as those working on the call for sites and HNA.)

The next meeting will be on Tuesday 3rd July at 6pm in the Nugent Room.