Minutes of a Meeting of Tatsfield Parish Council Neighbourhood Plan Steering Group held on Tuesday 29th August 2023

Present: Martin Allen (MA), Ian Mitchell (IM), Jason Syrett (JS), Kim Jennings (KJ) Susan Smale (SS)

The meeting commenced at 20:00

		Action
Apolog	gies had been received from Paul Jackson (PJ)	
2.	Declaration of Interests – No interests declared.	
3.	The Minutes of the Meeting held on 16th November 2022 were	
	presented and signed by MA. Once they had been changed from	PCClerk / IM
	"notes" to "minutes"	RY
Ву	resolution, the Minutes were accepted and adopted as a true	
red	cord. The Minutes would be passed to the Parish Council (PC) for	
acc	ceptance at its next meeting. In the meantime, IM would upload	
the	ese Minutes to the website as a draft copy and RY to Drop Box.	
4.	Dropbox – RY had confirmed that Dropbox was still working	
	correctly and she had put in all the latest documents received.	
5.	This meeting was called in response to the Officer Comments on	
	the Tatsfield Neighbourhood Plan - Submitted version April 2023	
	of 01.8.23 and associated documents. Which had been circulated to	
	the Group for comment. These documents can be found on the	
	DropBox and The Neighbourhood Plan website	IM/RY
<u>Pu</u>	rpose of the document Page	
a.		
	by MA Email 10.2.23 to the relevant officers at the time. The email	
	sought a review and guidance, which regrettably was not	
	forthcoming and which is why these matters appear to be still	ALL
	outstanding. MA has since forwarded the email to EA/HM and a	
	subsequent conversation has given some clarity for the Group to	
	work on EM Mail of 08.9.23	
	A1. Limited reach – The Consultation document will clarify further	
	the extent to which we consulted and to include the Local Green	MA/IM
	Spaces response and the reason why they were removed from the	
	plan.	
	A2. Deletion of 2.4 and 2.5 agreed Delete	JS
	A3. Local Green Spaces – Responses – The responses from the 3	JS
	negative land owners and the positive responses from the Parish	
	Council to be included in the actual Plan , within Section 2 – 02.5	
	As the reason why they were removed from the plan.	
	TDC Comments on the TNP and the Steering Group response(s)	
	Overall – Acknowledged with thanks	
	Lay Out – We are happy with our lay Out which we feel "defines"	
	the policies clearly. We hope the Inspector will agree with us as	
	after all plans do not have to be in the "same layout"	
	Maps - These are already an improvement on the last but we will	JS
	endeavour to improve the quality.	_
	Overlap of policies - to avoid duplication and see if any simple	PJ
	changes can be made.	
	Chapters read as separate entities – We do not agree that it lacks	
	cohesion and are content for it to go forward as presented.	

Hyperlinks – The Hyperlinks no longer work because TDC have restructured many of their webpages since the document was originally submitted. To avoid this happening again the links will be made to the TDC site only, not any sub section.	JS
Basic Conditions – We will check and add the missing Condition as set out in the TDC response.	JS
Evidence – We have done an enormous amount of work gaining evidence from all areas. This evidence formed part of the Email of	JS
10.2.23 repeated to EA on 08.9.23. We will incorporate a link to the Neighbourhood Plan website, where Topic papers, S.W.O.T, surveys	JS
and public consultation information will be found. Will that be sufficient.	EA?
Broad changes should be documented -	
This information is all contained within the 23 page Consultation document, which will be updated to include the Local Green Spaces responses, as well as being included in the body of the Plan, Section $2-02.5$	MA
Preparation of the Tatsfield neighbourhood Plan - Text Clarity Amend to read " and it's officers THEN held meetings "	JS
Our vision – To review so it is clearer	IM/KJ
Update re Local Plan examination —	
Add. As at 25 th July 2023 the Tandridge Local Plan remains delayed and it is uncertain whether it will proceed to adoption following a feedback received from the Planning Inspector at Examination. Interested parties should stay in contact with the situation on the Tandridge District Council website for the latest and the current position.	JS
01.3 Context - Use hectares as well as or instead of acres throughout	JS
The plan. Agreed 02.1 Objectives first line change 8 and 9 to 10 and 11 – Agreed and check other references to: - for accuracy.	JS
02.3 Designations and policy context	
Maps are hard to interpret – Improve – Agreed	
02.5 Local Green Spaces	JS
Maps are hard to interpret – Improve – Agreed Could add a key saying why green boundaries differ from non- red boundaries in the maps.	
Amend to address the requirements of the National Planning Policy Framework (NPPF) on Green Spaces - Agreed	JS
02.10 Notable views Photo 5 replace photo to look more like a view	PJ/JS
02.13 Built and Natural Environment Policies TNP02B Amend "plan "to read "Development Plan" as it will be	IM/JS
considered against all development plan policies.	
TNPO2C would be helpful if the areas were named and mapped so, reference the maps being in Section 02.5	JS
TNP02E Add "MUGA" to Map in section 02.5 and cross reference	JS
TNP02F Remove section A and replace with Officers suggestion A and incorporate Section B0 of the policy in to A) to make the policy clearer.	JS
TNP02G Consider new landscaping schemes , to review and amend	JS
TNP02K The document "Dark skies" has been revised so this reference is now out of date. The latest version is provided here:	JS

https://theilp.org.uk/publication/guidance-note-1-for-the-reduction-of-obtrusivelight-2021/ add a phrase like 'or subsequent versions' or say the latest guidance from O3 Housing The question was asked - Why two to three not one bed? Does any evidence support this? A consultation response said bungalows and you could add this too or refer to it? Provide evidence for your decisions as to what to include in the plan. TNP 03A and 03B Add one bedroom and bungalow NOTE: Steering group considered we had sufficient evidence to prioritise. Details can be found in Dropbox files. TNP 03A and 03B Tighten wording. Reconsider exactly what the group wants to see in the village. Does this overlap with other development plan policies? Reduce policy wording where considered duplicate Use 'impact' not 'effect' in last part. O4 Designs 04.5 Design policies TNOP4A - H Reduce policies where any overlap occurs within the policies and check policies do not overlap with other areas of legislation. Especially Development on land that floods/may flood. O5 Transport and Infrastructure Avoid addressing issues in different places in the plan. It looks like SuDS should be dealt with here but they are addressed later on. Avoiding revisiting subjects could help. TNP 05C Development on land is a local issue in Tatsfield, especially with run off down the large quantity of unmade roads settling in the south of the village. May be duplicated (above) but leave it in. O7 Community facilities TNP 07A The word Aileen is on the wrong line. Corrected Could add school MUGA here? MUGA is included on 07.2 TNP 07B Amend to Development plan instead of neighbourhood plan. O8. Climate change and Sustainability TNP 08C - Sustainable Transport	
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TNP 08C - Sustainable Transport JS	
Add Cycle Parking – The Parish Council have been working on parking in	
the village and will take the opportunity to add it to the plan that it is being rewritten.	
Following items were raised by TDC Officer(s) and will be discussed by	
Tatsfield Parish Council as part of the ongoing Plan in to the future.	
Date of next plan.	
It may be useful if the plan is reviewed more quickly than this. The Parish Council is advised to consider how long it will last and consider leaving this	
more open/consider reviewing it after 3 years? The Parish Council is advised to	
think about setting up a way to monitor the plan and whether it wants to make	
a way to record any changes that could be looked at in the future. Could be done by Parish Council when considering any planning applications? Consider	
keeping a copy of the plan available and adding handwritten annotations in	
this when issues are identified. Another way is to set up an email address that	
people can send emails to when they have comments. This means they are available when reviewing the plan.	
11.2 Suggests a three year interval	

Add monitoring 11.2 already suggests a system of monitoring	TPC
HRA/SEA Report Delete reference to <u>basic conditions</u> in this – it is unclear why this section is included. Looks like an error? - Agreed Delete	JS
6. Website –	IM
7. What do we do next from here? As above by date of next meeting.	
8. Next Meeting: Thursday 12 th October at 8pm in the A.M.B.	
The meeting closed at 10.08	

	MA	/JH	/02	/23
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MWAllen.	Chair 12th	October 2023	Date
	Chan 12	OCCUBET 2023	Date