

**Notes on a Meeting of Tatsfield Parish Council Neighbourhood Plan Steering Group held on Tuesday 18<sup>th</sup> February 2020, commencing at 20:00 at the Parish Room, Aileen McHugo Building, Westmore Green, Tatsfield**

Present: Martin Allen (MA), Jim Yeeles (JY), Bob David (RD), Nichola Stokoe (NS), Ruth Yeeles (RY), Jill Hancock (JH), Ian Hayman (IH), Kim Jennings (KJ), James Barker (JB), Ian Mitchell (IM), Jon Allbutt (JA), Sue Smale (SS), Mark Watts (MW), Paul Jackson (PJ)

There were 4 parishioners present: S. Webster (SW), I. Longley (IL), C. Marner (CM), K. Bamber (KB)

The meeting commenced at 20:03

	Action
1. <b>Apologies</b> had been received from Sandy Philibert (SP), Jason Syrett (JS) and Ashley Clifton (AC). MA said that JG was not attending the meeting this evening as it had been felt that the Group could use the limited funds for his input on another occasion.	
2. <b>Declaration of Interests</b> – MA said there were people present with interests but there was no need to declare these as no discussion on individual sites was proposed.	
3. The <b>Minutes of the Meeting held on 21<sup>st</sup> January</b> were presented. By resolution, the Minutes were accepted and adopted as a true record. The Minutes would be passed to the Parish Council (PC) for acceptance at its next meeting. In the meantime, IM would upload these Minutes to the website as a draft copy and RY to Drop Box	PC Clerk / IM RY
4. <b>Dropbox</b> – RY had nothing to report.	
5. <b>Communication Strategy</b> – MA asked JA if he would prepare and present a 10 minute report on the work of the NP Steering Group to the Annual Parish Council Meeting on 17 <sup>th</sup> March. JA reported that he had made bookings for the Parish Room for Public Consultations to be held on Saturday 28 <sup>th</sup> March starting at 2pm and Monday 30 <sup>th</sup> March at 5pm. He had prepared a rota for the two sessions and asked members of the Steering Group to sign up to help. JA reported that he had been disappointed with the level of interest from parishioners in conversations he had with them recently. He felt that it was necessary to engage with the community if possible. He would ask the parishioners to suggest alternative dates to meet if the public consultations were not suitable for them. Articles would be put on Tatsfield Talk and in TN16 magazine. It was also suggested that an insert in the parish magazine may get more attention. KJ suggested that the new sign should be used and professionally made posters. He would be putting together a weekly programme leading up to the Public Consultations and would try to persuade the Surrey Mirror to run an independent article on these, as they had done for another village. RD expressed concern that the circulation for this paper was not very high but it was felt that any avenues of advertising were worth exploring. JA suggested making up photos of areas of land which could be used for development with property superimposed on them. He hoped that this would stimulate discussion.	JA  ALL

<p>JA suggested that, unlike the previous Public Consultation when there was a huge amount of documentation for the parishioners to look at, this time this should be narrowed down so that minds are focussed. Perhaps 6 copies of the draft NP – JB offered to get these printed when the next draft was available.</p>	<p>JB/JS</p>
<p>6. <b>Admin</b> – MA asked for any suggestions to fill the vacancy left by Gillian Phillips as it was important to have a full number for the Steering Group.</p>	
<p>7. <b>Website</b> – IM reported the viewing figures for January: 200 to the TNP website compared to 1500 on the Parish Council website, 5000 on the Village website and 500 on the History Project website. MA asked that completed reports should be sent to IM as soon as possible for inclusion on the website. He also asked for the draft NP to be put on the site.</p>	<p>ALL</p>
<p>8. <b>Finance</b> – MA reported that the new spreadsheet was in Dropbox. MA said that there was money for photocopying, etc – invoices to be presented in the usual way. It had been agreed to pay the Parish Council for the hire of the meeting room. An invoice had been received from JG for the period Sept 2019 – January 2020 in the sum of £1708.25. <b>NP/008/0220 It was resolved to accept the invoice for £1708.25. This was agreed by all members present. It would now be paid by the PC.</b></p>	<p>All  Clerk</p>
<p>9. <b>Update of Topic Groups:</b>  <b>a. Topic Group 1 – Housing/Planning</b>  He read to the meeting emails which had been received from SP, KB, JG and Elliott Bance from Asprey.  MA reported that the Housing Group had met on 29<sup>th</sup> January. It had been agreed that the NP would not move the settlement boundary as the identified need was primarily for affordable housing which could be met with rural exception housing sites. Market housing would be met from windfall sites, although TNP18 could possibly be allocated for market housing if the site owner was not amenable to it becoming a rural exception site. Even if it were to be allocated for market housing, it could result in approximately 10 out of 30 houses being affordable. Given the need for rural exception sites to be located close to the centre of the village, the only sites that could be identified as suitable, along with the Green sites, for further investigation were as follows:  TNP01: SCC – Land east of Tatsfield School and south of Ship Hill;  TNP18: Reeves – availability unknown – but interest has been declared in the past – opposite the entrance to the allotments (approx);  TNP19: Whelan’s – availability unknown – land adjacent to Gresham Close.  The Housing Group proposed writing to the landowners of TNP18 and TNP19 asking them if they are interested in their land becoming rural exception housing sites.   There was considerable discussion regarding this proposal. CM asked the Steering Group why all the proposed sites were in the centre of the village when that was where all the congestion was. It was explained that the other sites had been discounted by AECOM as they were too far away from the settlement boundary.</p>	



<p><b>14. Future Agenda Items</b></p> <p>a. PJ and MW had been considering the sustainability of the parish during the period of the NP which could be up to 2033. They felt we needed to look forward to consider and include in the NP projects such as electric car charging points and solar panels in fields. They are arranging for the charity Centre for Sustainable Energy to visit the Steering Group.</p> <p>b. JA asked What Next? for the Steering Group. MA handed him a copy of the NP stages produced by JG.</p>	
<p>The meeting closed at 9.45pm</p>	

MA/JH/02/20

..... Chair ..... Date