

Ewhurst and Ellens Green Neighbourhood Plan

Steering Group

Minutes of meeting 9/3/15

1. Attendance and Apologies

TB, BA, DQ, AW, PG and JA. Apologies from VH.

2. Minutes of meeting 9/2/15 - approved.

3. Report of working groups

3.1 Housing - first meeting to be held following evening. TB had prepared briefing paper with a lot of help from AW for that meeting.

3.2 Business - PG reported first meeting would take place after Easter. TB suggested that we consider sending a separate questionnaire to all who worked but did not work in the parish. Agreed that firstly we would look at report of this group take place after housing group have seen whether issues regarding recruitment etc. emerged and that if we had specific questions for them we should include them within main village questionnaire with specific section.

3.3 Environment and Heritage - DQ confirmed they had already undertaken good deal of work and re-convening to agree what existing information they had on environment and whether they needed to undertake some original survey work. On Heritage he thought they had 80% of what they needed for this subject. They were considering producing map showing heritage assets, colour coded for different classes. They will also be looking at gaps in such matters as Conservation Areas, and it was pointed out that WBC will be undertaking a review in Ewhurst this year.

3.4 Community - Will meet when VH back from holiday and are keen to start work.

3.5 Transport and Infrastructure - Most of this work will necessarily take place after housing group have made progress on specific sites. In meantime AW is working on identifying utilities suppliers for parish and evidence of current shortcomings in infrastructure.

3.6 Central Support - Meeting this Wednesday. Agreed that they would initially work on "painting a picture" of the parish from a statistical view from all sources available. These results would be required by the working groups, particularly housing, as evidence for their work. When working groups look for any further evidence, they must liaise with them and also let them see results to ensure they are being used correctly.

TB stated that all working groups should start considering questions for Village Questionnaire and Survey for both views and information required for their topic. All discussions with consultant for this and other matters would be by the SG i.e. all questions suggested by working groups will be approved by SG first.

4. Website

4.1 The NP microsite is now live on www.ewhurst.org, and reactions from 3rd parties had been positive.

4.2 This has been publicised via the village ebulletin, and notified to all Parish Councillors with suggestion they pass by email to their contacts in Parish. We and all volunteers should be encouraged to do the same. TB thought that PC had agreed to pass onto village societies and clubs, and will check progress of that.

4.3 JA to draft 2 sided leaflet [one side re website launch, reverse re latest news]. She is waiting to hear whether distribution network for EVS can distribute fully. JA also to talk to parish clerk re laminating a few to go on parish boards and any others available. TB reported that Cranleigh had a very visible sandwich board with latest news on entering village from Guildford, and agreed we should look at copying. TB to measure that board and look at best position in village, as DQ said SC may be able to produce one for the NP.

4.4 TB stated that he and JA had approved invoice from PB for website work. He had worked for many hours more than anticipated, as our requirements were greater than brief, which TB and JA confirmed. He had capped this additional work at 4 hours, which was agreed very reasonable.

5. Consultant

5.1 TB confirmed that parish clerk was lodging bid for grant to cover costs of 2nd consultant re compliance of draft NP with WBC LP and all other statutory requirements.

5.2 AW said we ought to consider getting a grant for further consultant, if required, to cover sustainability report, although this was probably not be necessary. He agreed to write short brief and TB to see if further grant from Locality was possible

5.3 TB attending Locality roadshow on Friday re grants and financing of NPs, and whether their grants will cover general expenditure rather than just 3rd party consultants, and would report back.

5.4 TB to talk with Lorraine Hart, consultant engaged re Village Survey & Questionnaire, re timing/ advice on when we should start discussions with her.

6. AOB

6.1 TB to contact Cranleigh NP to talk re their plan and whether we can both learn from each other.

7. Dates of future meetings [all to be at Sayers Croft at 7.30pm unless otherwise notified]

Monday April 13th

Monday May 11th

Monday June 8th