

Ewhurst and Ellens Green Neighbourhood Plan

Steering Group

Minutes of meeting 8/12/15

1. Attendance - TB, DQ, PG, AW, BA, JA, VH and Lorraine Hart [consultant]

2. November Minutes - Approved previously by email and now posted on website

3. Survey - LH presented her draft report on the Parish Survey and it was agreed that she would submit final report with conclusions after taking into account all comments made by the SG at the meeting.

3.1 Comments by SG on draft report

Section 3 Survey respondents

Discussion on issues identified by LH on respondent numbers in Ellens Green and from under 18 age respondents. AW had looked at age and gender mix. LH commented that she would look at Census to try and correlate more. Also LH to look at providing more reasons for comments on these issues and possibly omit ref to Ellens Green.

Section 4 Survey results - Community facilities and amenities

The draft report details community buildings/facilities that had not been included in Survey list, it did not mention in any detail those that were included. LH to review & possibly list those included in the Survey in the final report. LH would supply as a separate document all respondents' comments on community facilities which could then be available for all to see.

Housing in the Parish

Current housing types/tenure - The table looks too busy and complicated. Perhaps an additional pie-chart with some aggregation of types might simplify and make more understandable. LH agreed to look at this.

Affordable housing - AW queried use of word affordable, and thought wording such as "housing that can be afforded" might be more suitable. Following discussion it was agreed that the definition of "affordable" as used in the Survey should be inserted in this section of the final survey report for clarity and to avoid confusion.

Opinions on future housing types - Agreed that LH would review the key to the bar chart to make it clearer

3.2 Taking Survey results further.

There was much debate over AW suggestion of a bigger and wider Vision statement. AW agreed to email a revised draft to all SG [**Action AW**].

Agreed that we must retain the short Vision Statement set out in the Survey, as that had been accepted by a large majority of all respondents. The statement could be widened, leading to objectives and then policies in the Neighbourhood Plan. All SG should look at revised expanded Vision Statement when received from AW and attempt to comment on this within 7 days [**Action All of SG**]

3.3 Distribution of LH report to community

Agreed that on receipt of LH amended report and approval by SG [by email] distribution would be by

- EVS newsletter [Ewhurst and Ellens Green News]. It is best communication to use as is distributed to every household in the parish and the next publication date [Early Feb with copy date 25th Jan] fits our timing. We would include a separate 2 sided leaflet with summary of important findings and details on how to view full results [i.e. website etc.] JA to draft. **Action JA**
- Immediate posting on website. **Action JA**
- Ewhurst E-bulletin. **Action JA**
- Emailed to all survey respondents who asked to be updated on plan progress by email. **Action TB**
- Emailed to all working group members by respective SG members. **Action all SG**
- Emailed to additional volunteers on BA database. **Action BA**

Agreed at next SG meeting in early Jan we would consider what further we should do to communicate Survey findings including drop in sessions for residents, article in local press etc.

4. Matters arising from November meeting not on agenda

Para 3. Strategic Environment Assessment [SEA]. AW had met with DQ and with exception of detail on the built heritage from JB, had felt he had enough to submit to WBC our application for opinion on whether a SEA is required.

Para 4.2. Young people's survey. AW had circulated results of 14 returns, with 2 more now received. Would re-circulate later after allowing time for more.

Para 4.3 Business Survey. Whilst raw data has been distributed to all, PG is producing summary of findings, which will be distributed in New Year.

5. Update from working groups

5.1 Community and Infrastructure - reports being finalised and should be distributed New Year.

5.2 Transport - as 5.1 above

5.3 Business - As above in 4.

5.4 Housing. TB would be circulating AW paper on sources for housing needs paper to HWG next week and agreed that group could now draft for New Year. This imminent meeting will also agree next stage of screening 11 sites remaining after initial screening.

5.5 Biodiversity - Have received overview biodiversity report from Surrey Wildlife Trust originally commissioned in October 2014 which will form the basis of the report together with information from other wildlife bodies and local surveys and knowledge.

6 Dates of next meetings

Tuesday 12th January 2016

Tuesday 16th February

Tuesday 15th March