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*Implementation Group*

**Minutes of a meeting of the Chaldon, Caterham and Whyteleafe Neighbourhood Plan Implementation Group (CCWNPIG) held on Saturday 28th January 2023   
in the Westway Centre**

***Present:*** *Chris Botten(CB) (Co-Chair), Jeremy Webster (JW) (Co-Chair), Annette Evans (AE), Julian Palmer (JP), John Moffatt (JM), Deano Cline (DC), Geoff Duck (GD), Jenny Gaffney (JG), Julie Blackburn (JB)*

**In attendance:** Mrs H Broughton (Clerk) and 2 members of the public

NP 23/1 **Apologies for absence** were received from Terri Waghorn (Admin Officer)

NP 23/2 There were no **declarations of interest arising from the agenda**

NP 23/3 It was agreed that the **minutes** of the meeting held on 19th November 2022 be signed by the Chair as a true record.

NP 23/4 **Proactive planning proposals**

JP suggested that the committee should highlight where there were opportunities for development rather than opposing all development. There should be a change of emphasis with a policy being added nominating sites. It was pointed out that if a development was in contravention of Neighbourhood Plan policies, then the committee had a duty to comment or object. A resident added that he had found the Neighbourhood Plan beneficial when opposing a planning application in Queens Park Road. Members agreed that social housing should be promoted.

***It was agreed that the CCWNPIG commission a housing needs assessment and that JW liaise with Alison Eardley (AE) to apply for funds from locality for this. AE would be asked to attend the next meeting (virtually) for her advice.***

NP 23/5 **Litter and other environmental issues**

Jeremy Webster presented Maria Bustillo, a local resident who expressed concern about the amount of litter in the environment and that there was lack of coordination between local authorities about ensuring the environment was kept clean and tidy. JW amplified by giving examples where over development could be a root cause and was creating issues. It was agreed to keep this matter open for further conversations. JB requested MB to attend the next Flag meeting on 22nd Feb. JW will be attending anyway to update on the Flooding SPD. There was some discussion and the following suggestions:

* Litter Angel scheme be improved
* Businesses (in particular pubs and takeaways) be asked to take more responsibility for litter and cigarette butts
* Additional litter bins be installed following a review
* Litter picks be arranged
* Review work of the current Litter Angels
* Educate via schools etc
* Litter Summit

**It was agreed**

1. **that CB to write to TDC to complain about continuing failure of enforcement on behalf of CCWNPIG**.
2. **JW liaise with SCC and TDC on a Litter Summit**.
3. **HB and JW meet with the volunteer to discuss practical steps**

NP 23/6 **Statement of Common Ground**In the absence of Terri Waghorn it was agreed to include this as an agenda item for the next meeting. JW urged members to read appendix 10 (available on the website)

NP 23/7 **Strategic Applications**

The following applications were discussed, and it was agreed that JW and JG would draft objections to the following applications:

2022/1353 - Erection of a residential scheme containing 9 No. flats and demolition of existing dwellings. Objection on grounds of scale, height, out of keeping, lack of parking provision.

2022/1343 - The creation of six self-contained dwellings and new community space.

AE advised that an application was being made for the post office in Caterham Valley.

NP 23/8 **One Public Estate**

There was no update as the government had not made an announcement. As a result, the Caterham Crew meeting had been postponed.

NP 23/9 **Budget**

Members recommend a Joint Committee budget for the 2023/24to be ratified by local councils. Members to ensure the budget is discussed and approved at PC/VC meetings before the next NP meeting.

£3,000 Clerking and project administration costs

£2,000 website

£5,000 planning consultancy

£100 room hire

**Total £10,100**

**This equates to the following costs for each parish:**

Chaldon £687

Whyteleafe £1,576

Caterham Valley £3,100

Caterham on the Hill £4,737

NP 23/10 **Date of the next meeting**

Date of the next meeting: 1st April

Alison Eardley to be invited to next meeting  
HB (Clerk0 gave apologies in advance.

Meeting closed at 11.56