

**REPORT OF THE NEIGHBOURHOOD DEVELOPMENT PLAN ADVISORY COMMITTEE
HELD ON 27TH SEPTEMBER 2017**

MEMBERSHIP & ATTENDANCE

Chairman: * Vivian Lantree (VL)

Councillors * Steve Watkins (SW)
* Jackie Worrall (JW)

Committee Members

Jon Bishop (JB)
Peter Dixon (PD)
* Gareth Hunt (GH)
Robert Mann (RM)
* Alan Manson (AM)

* Denotes members present

Officers present Yvonne Merritt – Clerk (YM)

17/01 APOLOGIES FOR ABSENCE

There were apologies for absence from Jon Bishop, Peter Dixon and Robert Mann

17/02 APPROVAL OF THE MINUTES

This was the first official meeting of the constituted Advisory Group

17/03 MATTERS ARISING FROM THE MINUTES

17/04 INTRODUCTIONS AND WELCOME TO NEW MEMBERS

There was a general introduction and the committee welcomed Alan Manson (AM) as a new member to the group. Vivien Lantree (VL) advised that unfortunately for this meeting the other new members, Peter Dixon and Robert Mann were unable to attend.

17/05 CONFIRMATION OF THE ROLE OF CHAIRMAN

It was unanimously agreed that VL should continue in her role of Chairman of this committee

17/06 TO AGREE THE TERMS OF REFERENCE

The committee agreed to adhere to the Terms of Reference for the Neighbourhood Development Plan Advisory Committee approved at the Full Council meeting held on 5th September 2017

17/07 BACKGROUND TO THE NDP AND PROCESS FOR DEVELOPING A PLAN FOR CHORLEY WOOD

VL explained the history behind the NDP advising that this was a legislative document after consultation and it had been passed, however the plan could not contradict or override the local plan. The NDP had to be pro-development but the plan could suggest structure and characteristics for future developments.

There were now a few precedents which could be called upon. Croxley Green Parish Council was further forward having reached pre-assessment.

17/08 FEEDBACK FROM PRESENTATION TO THE PARISH COUNCIL

VL advised that the presentation from the group had been well received by the Parish Council at their meeting in September. They had unanimously agreed to constitute the NDP Advisory Committee. Having already discussed the potential conflict with the new TRDC local plan it was agreed that at this stage this was of no concern for the Parish.

17/09 TIMELINES

Timelines – JB had been tasked with putting together timescales for delivery of the plan

17/10 ADDITIONAL SECTION FO THE NDP THAT NEED INPUT

JW had been tasked with finding maps for the conservation area and flood plains.

It was agreed that a list was required of local community assets which may need safeguarding and protection in the future. These could be structural or indeed valuable services held within the Parish.

Examples of this were

- the hedgerow in Homefield Road which is believed to be the old boundary hedge between Wessex and Mercia (?)
- High brick and flint retaining wall opposite the station entrance on Station Approach
- The postbox at the Swillett
- The Telephone box opposite the Gate PH in Rickmansworth Road
- Chorleywood Library
- Churches
- Public houses
- Chorleywood Common

VL advised that there was a good example on Kirdford PC NDP website.

VL and YM were tasked with putting together a list of Community assets which should include photographs.

YM advised that the new Computer mapping system could be very useful when putting together the plan as many maps could be created in house reducing the costs.

Parking was discussed as an issue that should be included in the plan using information from the Chorleywood Residents Survey on how long people spent in the high street and the use of the Ferry Car Park. This would need further investigation but valuable suggestions could be made.

17/11 POLICY FOCUS – TO REVIEW THE FOLLOWING POLICIES

2. Policy development applications

Homefield Road – take out as an example and include Valley Road and Clover Court.
Back this up with evidence using pictures or examples

Bad examples were also discussed which included Briary Court.

Protection of Bungalows was discussed and it was agreed that due to the aging population these should be protected within the plan. (it was suggested that the Committee look at the wording from the Croxley plan for an example)

4. Characteristics of new property developments outside a conservation area

Para 4 – VL to work of rephrasing the paragraph

JW suggested that the Committee look at ideas good and bad keeping in mind local characteristics especially in areas of the Cedars Estate and Millend.

JW and YM were tasked with this.

5. Development Designed to Match Population

Para 2 - GH stated that he felt that the group should consider the flattening of developments in certain locations to either put in smaller dwellings, or 3 – 4 storey blocks which could be more desirable for those wishing to down size or for affordable housing.

It was agreed that developments promoting affordable or social housing should be endorsed.

17/12 CLOSURE

The meeting having commenced at 7.30 pm closed at 9.30pm.
The date of the next meeting was set for 8th November 2017, venue to be arranged.

Signed Date

These minutes were agreed as a true and correct record and signed by the Chairman.

Signed..... Date.....