

WESTCOTT VILLAGE FORUM

Minutes of Westcott Village Forum meeting held at 7:30pm on 20th October 2014 at St John's Chapel, Chapel Lane, Westcott

1. Welcome and Appointment of Chairman of the Meeting

James Friend, leader of the Governance and Finance group, welcomed everyone to the meeting. Forum members present are listed in appendix (1).

JF advised that Tim Way was stepping down as Forum Chairman, but would remain on as a Forum member. TW was thanked for all the hard work he has done as Chairman over the past 13 months. JF introduced Alan Pickering who had agreed to act as independent and impartial Chairman of the Meeting, and advised AP had not been involved with the writing of the Westcott Neighbourhood Development Plan (WNDP).

2. Apologies

See appendix (1) for the list of apologies. The meeting was quorate.

3. Minutes from Last Meeting and Matters Arising

The minutes of the meeting held 23rd June 2014 were approved. There were no matters arising that would not be covered elsewhere in the agenda.

4. Confirmation of Next Steps

JF described the next steps from the governance perspective – with target dates

- a) Village consultation on WNDP – by end December 2014
- b) Amendments to WNDP following village consultation
- c) Westcott Village Forum meeting to discuss updated WNDP – 12th January 2015
- d) WNDP sent to Mole Valley District Council (MVDC) Planning Dept for review – by end February 2015
- e) MVDC appoint an independent tester to assess WNDP. Independent tester will review the document for unfair/inappropriate policies, and return WNDP to MVDC – by end March 2015
- f) Referendum held in Westcott for villagers to vote on accepting WNDP – 7th May 2015 (to coincide with General Election)

MB asked who the Independent Tester is. JF advised it could be an academic from a university planning department.

JF noted there is no minimum turnout required for the WNDP referendum. It is purely a YES/NO vote on the WNDP.

AGa described initial plans on the village consultation, plus ways to ensure residents are aware of the WNDP and have opportunity to view the document. The following outlets could be used to bring the WNDP to people's attention:

- a) WNDP to go on Westcott Village Forum and Westcott Village Association websites
- b) Village meeting
- c) Exhibition at St John's Chapel
- d) Copy of WNDP to be placed in public places
- e) Parish magazine
- f) Leaflet households and businesses to encourage people to view the WNDP

Additionally, an 'executive summary' would also be provided as the process moves through the steps listed above, to keep people informed of the current status.

5. Discussion & Approval to move to Independent Testing of the WNDP

There was a general discussion on the objectives within the draft WNDP, version 6, which had previously been sent to Forum members. Comments arising from the discussion would be incorporated into the draft WNDP, and the updated draft circulated to Forum members.

Post meeting note: updated draft of WNDP, version 7, which incorporates comments from the Forum meeting, was sent to Forum members on 2nd November 2014

Forum voted to have another meeting after the village consultation and prior to the final version of the WNDP being sent to MVDC, and approval to move to Independent testing will be sought at that meeting.

6. Appointment of Working Group to Respond on Behalf of the Forum to Feedback from the Independent Tester

This item was carried forward to the next meeting

7. Suspension of Constitution Section 6 Requirement that Forum meetings at least every 3 months

Not required

8. Applications for join the Forum

None

9. Q&A

There was a question about urban creep from Dorking, but as the Forum is limited to Westcott Ward, this is outside the Forum's scope.

Another question was asked about Westcott having a Parish Council. JF advised the Forum could apply to become a Parish Council. The creation of a Parish Council would require a village vote. An item will be included on the agenda for the next Forum meeting to discuss this further and Mole Valley District Council Executive Member for Community Engagement and Resident Services would be invited to explain the available conversion process.

10. Any Other Business

There was no AOB

11. Date of Next Meeting

This will take place at 7:30pm on Monday 12th January 2015 at St John's Chapel, Chapel Lane, Westcott.

The Chair thanked members and guests for attending and the meeting was closed at 9:00pm

List of attendees:

Tim Way	TW
Kevin Foo	KF
Andrea Gabb	AGa
Heather Woods	HWO
Andrew Gordon	AGo
James Leaver	JL
Madeleine Brooks	MB
James Friend	JF
Chris Smewing	CS
Alan Jonas	AJ
David McCombe	DM
Geoff Woodward	GW
Tony Winch	TW
Matthew Bazylewskyj	MB
Laura Bazylewskyj	LB
Peter Chalcraft	PC

Guests:

Alan Pickering	AP
Village Residents	

List of apologies:

Stuart Ryland	SR
Hazel Watson	HWa
Graham Clark	GC
Debbie Fenton-Jones	DFJ
Pamela Wilson	PW
Natalie Foo	NF
Willy Forster	WF
Heather Forster	HF