

# GODALMING TOWN COUNCIL

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Bridge Street  
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25 September 2017

I HEREBY SUMMON YOU to attend the **NEIGHBOURHOOD PLAN AD HOC ADVISORY COMMITTEE** Meeting to be held in the Wilfrid Noyce Centre, Crown Court Car Park, Godalming on MONDAY, 2 OCTOBER 2017 at 6.00 pm.

Andy Jeffery  
Acting Town Clerk

Committee Members:

- Cllr Bolton
- Cllr A Bott - Chairman
- Cllr Hunter
- Mr K Lightfoot
- Mr J Murray
- Mr A Palmer – Vice Chairman
- Cllr Poulter
- Cllr Purkiss
- Mr P Stevenson
- Mrs P Talbot
- Cllr Williams

## AGENDA

### 1. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 17 July 2017, a copy of which has been circulated previously.

### 2. APOLOGIES FOR ABSENCE

### 3. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman to allow members of the public to ask the Council questions, make a statement or present a petition. This forum to be conducted in accordance with Standing Order 4.

### 4. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

### 5. DRAFT 3 NEIGHBOURHOOD PLAN REPORT

Members to review Draft 3 of the Neighbourhood Plan Report in order to produce a schedule of works required to complete the report. (sent to Members of the Committee electronically 26 September 2017 and to be tabled at the meeting).

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

6. PROJECT TIMELINE

Members to review the revised Neighbourhood Plan schedule (copy attached for information of Members).

7. ITEMS FOR THE INFORMATION OF MEMBERS

Members are asked to note the items which are tabled for their information.

8. COMMUNICATIONS ARISING FROM THIS MEETING

Members to identify which matters, discussed at this meeting, are to be publicised.

9. DATE OF NEXT MEETING

The next meeting of the Neighbourhood Plan Ad Hoc Advisory Committee is scheduled to take place on Monday, 20 November 2017 at 6.00 pm in the Wilfrid Noyce Centre.

10. ANNOUNCEMENTS

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

**SUMMARY DIAGRAM OF MILESTONES/PROCESSES – GODALMING NEIGHBOURHOOD PLAN**

**1<sup>st</sup> Revision October 2015**

**2<sup>nd</sup> Revision May 2016**

**3<sup>rd</sup> Revision December 2016**

**4<sup>th</sup> Revision October 2017**

|  |  |     |     |
|--|--|-----|-----|
|  | <b>2013</b>                              |     |     |
|  | Oct                                      | Nov | Dec |
|  | Planning Public Meeting                  |     |     |
|  | Developing Community Engagement Strategy |     |     |

| 2014                                     |                           |  |     |     |     |     |     |     |     |     |     |
|--|---------------------------|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Jan                                      | Feb                       | Mar  | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| ◆ Public Meeting                         |                           |  |     |     |     |     |     |     |     |     |     |
| Developing Community Engagement Strategy |                           |  |     |     |     |     |     |     |     |     |     |
|  | Setting up working groups |  |     |     |     |     |     |     |     |     |     |
|  |                           | Working groups active in their subject/theme areas |     |     |     |     |     |     |     |     |     |

| 2015   |     |     |     |     |     |     |     |               |     |                        |                        |
|--|-----|-----|-----|-----|-----|-----|-----|---------------|-----|------------------------|------------------------|
| Jan  | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep           | Oct | Nov                    | Dec                    |
| Working groups active in their subject/theme areas |     |     |     |     |     |     |     |               |     |                        |                        |
|  |     |     |     |     |     |     |     | Questionnaire |     |                        |                        |
|  |     |     |     |     |     |     |     |               |     | ◆ Questionnaire report |                        |
|  |     |     |     |     |     |     |     |               |     |                        | Stakeholder Engagement |

| 2016                   |                       |     |     |     |     |    |    |    |     |    |    |    |     |   |    |    |    |     |    |                            |    |     |                      |     |    |     |    |
|------------------------|-----------------------|-----|-----|-----|-----|----|----|----|-----|----|----|----|-----|---|----|----|----|-----|----|----------------------------|----|-----|----------------------|-----|----|-----|----|
| Jan                    | Feb                   | Mar | Apr | May | Jun |    |    |    | Jul |    |    |    | Aug |   |    |    |    | Sep |    |                            |    | Oct |                      | Nov |    | Dec |    |
|                        |                       |     |     |     | 6   | 13 | 20 | 27 | 4   | 11 | 18 | 25 | 1   | 8 | 15 | 22 | 29 | 5   | 12 | 19                         | 26 | 3   | 17                   | 7   | 21 | 5   | 19 |
| Stakeholder Engagement |                       |     |     |     |     |    |    |    |     |    |    |    |     |   |    |    |    |     |    |                            |    |     |                      |     |    |     |    |
|                        | Working groups report |     |     |     |     |    |    |    |     |    |    |    |     |   |    |    |    |     |    |                            |    |     |                      |     |    |     |    |
|                        |                       |     |     |     |     |    |    |    |     |    |    |    |     |   |    |    |    |     |    | Call for development sites |    |     |                      |     |    |     |    |
|                        |                       |     |     |     |     |    |    |    |     |    |    |    |     |   |    |    |    |     |    |                            |    |     | Tech Assess of sites |     |    |     |    |

**SUMMARY DIAGRAM OF MILESTONES/PROCESSES – GODALMING NEIGHBOURHOOD PLAN**

**1<sup>st</sup> Revision October 2015**

**2<sup>nd</sup> Revision May 2016**

**3<sup>rd</sup> Revision December 2016**

**4<sup>th</sup> Revision October 2017**

| Jan – Nov<br>2017                         | Nov /Dec<br>2017   | Jan<br>2018            | Feb<br>2018                                 | March<br>2018   | April/May<br>2018              | May<br>2018                               | June<br>2018  | Aug –<br>Oct 2018            | November<br>2018    |
|---|--|------------------------|---|---|--------------------------------|---|---|------------------------------|---------------------|
|   | 20 November NPAHAG   |                        | 22 Feb<br>GTC P&M                           |   |                                |   |   |                              |                     |
| Bringing the first draft<br>plan together |  |                        |   |   |                                |   |   |                              |                     |
|   | NPSG Final<br>review pre-issue<br>1 <sup>st</sup> draft plan |                        |   |   |                                |   |   |                              |                     |
|   |  | Post review<br>updates |   |   |                                |   |   |                              |                     |
|   |  |                        | 1st Draft<br>Plan to<br>GTC for<br>scrutiny |   |                                |   |   |                              |                     |
|   |  |                        |   | 1 <sup>st</sup> Draft plan<br>printed &<br>uploaded to<br>e-media |                                |   |   |                              |                     |
|   |  |                        |   |   | Pre-submission<br>Consultation |   |   |                              |                     |
|   |  |                        |   |   |                                | Redrafting in the<br>light of<br>Comments |   |                              |                     |
|   |  |                        |   |   |                                |   | Updated<br>plan printed<br>& uploaded<br>to e-media |                              |                     |
|   |  |                        |   |   |                                |   |   | Updated<br>Plan<br>Publicity |                     |
|   |  |                        |   |   |                                |   |   |                              | Independent<br>Exam |

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| Dec - Jan<br>2018 /2019 | Feb<br>2019      | Mar<br>2019  | April | May | Jun |
|-------------------------|------------------|--|-------|-----|-----|
| Independent Examination |                  |  |       |     |     |
|                         | Referendum Ready |  |       |     |     |
|                         |                  | Referendum notification and date of referendum TBC |       |     |     |