

**Notes of Pre-Hearing Meeting  
Thursday 5 August 2010  
Plan E - Epsom Town Centre Area Action Plan**

Attendees

For the Council:

Mark Berry, Karol Jacubczyk, Susie Legg, Kate Turner.

Representors:

Kate Benford, Planning Potential on behalf of Country and Metropolitan Homes.  
Chris Pittock, GL Hearn on behalf of Tesco Stores.

1. The Inspector introduced herself as Mrs Julia Gregory BSc (Hons) BTP MRTPI MCMI, appointed by the Secretary of State to examine Plan E, the Epsom Town Centre Area Action Plan and to submit a binding report on her findings to the Epsom and Ewell Borough Council.
2. The Inspector drew the attention of those present to the previously circulated briefing note. There had already been correspondence with the Council. Additional documents and information have been sought on various matters and submitted. These are all shown on the website. She advised that the Council has produced a boundary for Plan E which has been publicised.
3. The Council team was introduced to the Inspector.
4. The Inspector explained that the purpose of the Pre-Hearing Meeting was to deal with administrative and procedural matters, and not the content or merit of the Area Action Plan. These would be dealt with either in writing or at hearings.
5. The Council confirmed that all legal and procedural requirements for Plan E had been met.
6. The Inspector explained her role in investigating legal compliance and soundness in the Epsom Town Centre Area Action Plan. The timetable for the process was outlined which would conclude with the publication of her report.
7. The role of the Programme Officer was explained and John Leslie was introduced. Those present were advised that if there were any questions related to the organisation of the programme, the examination library or circulation of documents, these should be directed to the Programme Officer.
8. The publication Area Action Plan, Sustainability Appraisal and supporting documents were available for public consultation from 1 February to 15 March 2010. 179 duly made representations had been received from 40 respondents. Country and Metropolitan Homes and Steve Clark Associates have indicated that they wish to take part in the oral hearings. (GL Hearn for Tesco were present at the meeting and have subsequently confirmed that they also wish to take part as have the University for the Creative Arts).

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Independent Examination of Plan E  
Epsom Town Centre Area Action Plan

9. The oral sessions of the Examination will start on Tuesday 21 September 2010 at 10.00am. Two days are currently allocated although this could change and it was the responsibility of participants to keep in touch with the Programme Officer and website to ensure that no change was missed. The Examination sessions will be informal and inquisitorial, with round table sessions to discuss the issues. The Council asked how any additional sittings that might be required would be accommodated. The Inspector advised that any additional time required was expected to be accommodated on Thursday 23 September 2010 in the first instance and that participants should bear this in mind in terms of their availability.
10. The Inspector outlined how possible changes to the Area Action Plan would be dealt with and asked the Council to keep a running list of minor changes.
11. Representors were advised that any further statements would need to be submitted by a revised date of Thursday 9 September 2010. It was stressed that this was a final date and submission earlier in that week would be helpful.
12. It will be necessary for the Inspector to carry out a number of site visits during the examination. It is expected that these will be unaccompanied. If it is considered necessary to visit enclosed private land the Programme Officer will arrange an accompanied visit.
13. The Inspector introduced the circulated draft matters and issues for the Examination which were allocated to sittings days. Section 5 of main matter 2 would be expanded to include evidence dealing with qualitative and quantitative need as follows: 'give any material to demonstrate or otherwise that the Policy E3 includes an accurate estimate of quantitative need. Is there a need for a qualitative element in Policy E3?' The Inspector confirmed that participants would have the opportunity to expand on their points.

The Meeting concluded at 11.16 am.