

MINUTES FROM NDP MEETING – 7pm CHURCH HOUSE 10th January 2019

Attendance: Peter Male **PM**; Rob Humphries **RH**; Keith Baker **KB**; Greg Hall **GH**;

Volunteer Sec: Tom Wheeldon **TW**

Apologies: Mike Hobbs **MH**; Julie Wheeldon **JW**; Georgina Kelly **GK**

Other attendees: Nil

The Chairman for the evening **PM** called the meeting to order and presented the Agenda.

1. Apologies

As indicated above.

2. Draft Housing Needs Survey Discussion

- a) **KB** presented a Draft document about the need for a revised Housing Needs Assessment (HNA) based on the government's 'Planning Practice Guidance', and the NeighbourhoodPlan.org 'Toolkit'. The document had previously been Emailed to all members of the group.

He reminded members that the 'Toolkit' makes clear, "It is perfectly possible to produce a fit-for-purpose HNA without spending significant time and money on primary evidence gathering".

However, the 'Toolkit' also stresses the importance of determining "The extent to which the neighbourhood diverges from the local authority, or housing market, average".

- b) **KB** drew the group's attention to the 13 pieces of data suggested in the 'Toolkit' as necessary for producing a robust HNA, explaining that information for many of them could probably be supplied by ESBC. It was agreed the secretary would contact ESBC to find out which of the 13 pieces of data were currently held and available to the group.

ACTION: **TW** contact ESBC Planning Representatives to enquire of held data that may support completion of the NDP 'Toolkit'.

- c) **GH** agreed that ESBC must already have access to such data in order to prove a future need for more housing for the elderly as contained in its own Local Plan.

- d) **KB** advised on the need for a fresh Housing Needs Survey in order to gather data that was not currently held by ESBC or not available/relevant from the previous 2016 survey. **KB** drew the group's attention to 19 possible questions that might be included in a fresh survey.

Discussions between those members present followed with the following considerations:

- I. Despite there being only a 15% return rate from the previous 2016 survey, it did provide some relevant data which will be retained for NDPG consideration going forward.
- II. It would be difficult to determine an accurate future housing need if we didn't already know the current housing availability. (See para 3 below).
- III. Gathering of further Parish wide data would assist the NDPG in advising on the scope of work for future independent technical/consultant support that the NDPG would be seeking to apply for. Being aware of gaps in the previous achieved data would help in this area.
- IV. The time taken to conduct data gathering exercises must be well considered. All possible avenues for undertaking this must be investigated.

3. Draft Housing Stock Survey Documentation

- a) RH presented a Draft Housing Stock Survey document for NDPG consideration.

Discussions between those members present followed with the following considerations:

- I. Refinement of the topic areas for type/style of housing in order to ease recording process for the provision of accurate data.
- II. Evidence only required for the main conurbation of Abbots Bromley and the current development boundary.
- III. Obtain any supporting data that may be available through ESBC.
- IV. Support for achieving this could be provided through the use of willing resident helpers to assist in conducting a housing stock survey.

ACTION: TW ACTION from 2. b) above also refers.

ACTION: RH to circulate amended draft 'housing stock survey' to group members.

4. Independent Consultant Update

- a) RH gave an update on the contact made with prospective Independent Consultant's

I) Two consultants have responded to an enquiry of their capacity to carry out work for the NDPG during the current financial year (up to 31st March 2019). Both suggested that they would be able to provide support. One of the Consultants has previously provided details of a quote to the PC, indicating a daily rate of £370 + VAT.

II) Group members discussed the viability of being able to appoint a Consultant, and have the anticipated work completed by the 31st March 2019.

It was agreed as 'unlikely' that this would be achieved in such a short timescale. It is also understood that the deadline for funding submissions for the current financial year is 31st January 2019.

III) The NDPG have decided to wait until the next financial year in order to have a more successful outcome in engaging the services of a Consultant.

b) **KB** Requested clarification of the daily rate and availability of all Independent Consultant's to undertake work on behalf of the NDPG.

ACTION: RH to provide details of all Independent Consultant's daily rates, as well as their availability to undertake work on behalf of the NDPG.

5. Argyll House Planning Application Appeal

The group discussed the above PA Appeal following receipt of the ESBC Appeal advice letter from the PC.

The group felt that it was not in a position to reply directly in response to the ESBC Appeal advice letter. However, the NDPG are in full support of the PC's objections to the PA Appeal.

The NDPG request the PC to consider the following in their official response to the Appeal letter:

The NDPG are currently involved with producing an 'Abbots Bromley Parish Neighbourhood Plan'. Much of the work in this process involves producing robust Policies for a wide range of topics.

Future housing development Policies for prevention of the negative impact of Traffic & Parking within the parish is high on the list of Policies requiring consideration.

The PA referred to in the ESBC Appeal letter is considered counterproductive to these considerations, as well as contributing to the erosion of the conservation status of the area.

Furthermore, overdevelopment in the village of Abbots Bromley is well considered in the guidance given in ESBC's existing Local Plan.

The NDPG have received many observations from residents expressing the view that the village is currently suffering from poorly considered/approved development (eg overcrowding and lack of open space around developments).

ACTION: TW to forward the NDPG's opinion on the Argyll House PA Appeal to the PC.

6. ACTION Grid

The ACTION Grid was reviewed and updated accordingly.

7. AOB

- a) **PM/KB** Informed that they had submitted comments as a response to the ESBC Draft 'Open Space Supplementary Planning Department Consultation' document.

The following comments were provided on behalf of the NDPG.

Part 5 Planning policy

Clause 1.24 b

In a situation where a land owner has, at some time in the past, made land available for recreational purposes, would this satisfy the requirement for a later Planning Application involving the loss of an existing open space? The policy should make it clear.

Part 7 Key design principles

Clause 1.38 - 3 Connected walking & cycling routes.

The requirement for the routes to be well lit and overlooked may well be very desirable in urban areas but would be inappropriate in rural area. As an example in Abbots Bromley, a new sports facility is being provided outside the development boundary with a pedestrian access along the Lichfield Road. It is not intended for the sports facility to have flood lighting (and to illuminate the pedestrian route which isn't overlooked would be inappropriate).

The policy needs to reflect both urban & rural situations.

Part 10 The use of SuDS

A general comment in relation to climate change: Taking the heat wave example of 2018, the document should encourage the design of SuDS to become 'mini reservoirs' with the potential to use the collected water for the watering of pitches. The pitches may be able to be built on top of SuDS?

8. Agenda, date and time of next meeting

These minutes will inform the items for the next Agenda.

ACTION: MH to produce Agenda and distribute for comment at least 48hrs before the next meeting.

All **ACTION** points to be processed. If there are any problems in completing **ACTION's** get in touch with the committee for assistance ASAP.

Next meeting: 31st January 2019 – 7pm – Church House

ACTION: **TW** to book the room