

MINUTES of a meeting held at **7.30 pm on Tuesday, 1st November 2016**

Venue: The John Redman Room, Harvington Village Hall

Present:

Chris Haynes	Chairman
Gill Smith	Local Facilities and Leisure Group
Jenny Cocks	Housing Group
John Colebrook	Parish Council and Business Group
Chris Rushworth	Housing Group
Kathy Haynes	Admin and PR
Clive Allen	
Maureen Hall	Secretary, Parish Council and Environment Group

1. Apologies: **No apologies were received**

2. The Minutes of the last meeting were approved and signed by the Chairman. There were no matters arising.

3. Chairman's Report

The Chairman reported that:

- He had prepared a paper outlining a methodology for proceeding with the selection of future development sites, copies of which were distributed to the Steering Group for discussion later in the meeting.
- The Heritage Toolkit had finally arrived late the previous evening. It was too large a document to print off in its entirety, but certain extracts were circulated to the Group for information and further discussion.
- In response to a question, the Chairman confirmed that the draft Neighbourhood Plan would be published before the Gladman appeal.

4. Report from the Housing Group

- Jenny Cocks reported that the Group would be putting forward about five policies which were based on the results of the Housing Needs Survey. Each one will be supported by evidence from the SWDP, with any other comments following that. Mixed developments (i.e. bungalows, family homes, starter homes etc.) would be preferred, so that micro communities could be established, where residents can support each other.
- The point was made that the Neighbourhood Plan is a land-based policy document. Other factors, such as leisure, amenities, transport, can be included, but the whole point of the documents is to manage the future housing development and land use within the Parish boundaries. Discussion of this was postponed for later in the meeting.
- John Colebrook had forwarded to Chris Haynes a document on Affordable Housing which had recently been adopted by Wychavon District Council and the SWDP. It was suggested that the Housing Group should look at this document to check if there were any issues which could impact on the Neighbourhood Plan. JC undertook to forward the link to the Steering Group members.

- It was suggested that the Housing Survey results should now be published on the website, and after some discussion it was agreed that both the official analysis and Chris Haynes's summary should be posted. Chris Haynes undertook to forward electronic copies of both documents to Mo Hall, who would then forward them on to Nicky Holland as background documents for the Neighbourhood Plan Report to the Parish Council.

5. Allocating Housing Development Land – a Proposal

- Chris Haynes suggested that the Housing Group, together with the Steering Group members, should set up a separate meeting in about two weeks' time to begin putting the Housing Policy document together. This to be followed by another meeting two weeks later to finalise the draft.
- The group then discussed the document on the proposed strategy for the allocation of building development land which CH had tabled (copy attached). With regard to the extension of the settlement boundary, Mo Hall commented that she believed this might have repercussions in other areas, such as finance, social housing etc., and undertook to research this.
- It was felt that it would be better for the Neighbourhood Plan to identify acceptable and adequate development sites within the Parish boundary, rather than to have these imposed upon the village without consultation at a later date. Density would also need to be considered, as the Housing Group had already identified the need to ensure that developments were kept small, to between ten and forty dwellings, with no more than twelve houses per acre.
- A 'long list' of all possible sites would be drawn up by the combined Housing/Steering Group, and the relevant landowners approached and asked if they wished their land to be included for possible housing development. If they indicated that they had no interest in this, they would be removed from the list. After some discussion it was agreed that the final decision was far too political and important for the Steering Group to take, and it was decided that a 'short list' of sites should be presented to the Parish Council, who could then decide whether or not to carry out a further village survey to finalise the matter.
- In order to arrive at this short list it was agreed that all long listed sites should be examined in the light of the policies produced by the other Working Groups and the Strategic Housing Land Availability Assessment document. It was felt that, even if a site had been ruled out by SCHLAA, it may still be a viable option, and the ruling could be challenged given sufficient evidence. It was felt that this methodology would also be a good way to interrogate the other Neighbourhood Plan Policies, to ensure that they stand up to examination.

6. Flood Plan

- The Committee studied and discussed two maps, produced by the Environment Agency, which indicated the possible extent of surface water and river flooding. The Environment Group had produced a policy concerning flooding risk with future developments, so no further action was required by the Steering Group at this time..

7. Heritage Survey

Kathy Haynes reported that the toolkit had finally arrived the previous evening. It is a substantial document, with its own Guide (also quite large), and will require careful study. It was agreed that she and Mo Hall would both read this, and then get together to produce an abbreviated version for the teams to use.

8. First draft of the Plan

The Chairman pointed out that it will not be possible to draw up the first draft of the Plan until we have the Land Proposals in place. This was therefore deferred until we have heard back from the Parish Council.

9. Any Other Business

- John Colebrook was asked to send out the link concerning the affordable housing paper to the rest of the group.
- Jenny Cox asked whether the Chairman will be contacting Rooftop, to check on their land requirements. It was decided not to do so until we had produced the 'Long List' of proposed development sites.
- There was some discussion as to what, exactly, 'affordable housing' meant: it would seem that it was being interpreted as 'starter homes'. It was noted that we had no real need for such 'affordable housing' in Harvington at present. Comment was also made that, the ratio of affordable housing to market rate housing should be borne in mind when deciding on smaller development sites, in order to ensure that the project was viable.

10. Future Meetings

Next Steering Group Meeting:	7.30 pm., on Wednesday, 18 th January 2017, in the John Redman Room.
First Housing Meeting:	7.30 pm., Friday, 25 th November, at Bank House.
Second Housing Meeting:	7.30 pm., Tuesday, 6 th December, at Bank House.

The meeting closed at 9.10 pm.