

Neighbourhood Planning Advisory Group Meeting Housing & Built Environment

27th June 2016

Meeting Minutes

- I. Present
Graham Mold (chair), Derek Doran, Brian Clapham, David Havergill, Lawrence Osborne, Kate Davidson (minutes)
- II. Apologies
Helen Denton-Stacey
- III. Approval of previous minutes
To be completed over email – GM to circulate
- IV. Distribution of 'key issues' structure document as prepared by GM
- V. Confirmation of receipt of key documents – all confirmed
Housing Needs survey
Analysis of key census data
Criteria for Your Locale review of viability of four areas
- VI. Review of key documents
 - a. Housing Needs survey
DD gave overview of context of report – completed by consultant (unnamed).
Discussion around increase in ageing population (figure 6)
Referred to final paragraph and highlighted key points
Discussion around 'no flats/apartments' which matches local survey – no desire for such properties
BC gave an update on Berrys development – 9 properties to be built (one 5 bed, three 4 bed, two 2 bed – final numbers to be confirmed) – plans suggest properties will be very tasteful and in keeping with village style. Owners intend to achieve full planning permission before putting out to developers; HDC have made small alterations but generally happy with plans prior to full application.
Important: agricultural field at rear of development needs to be outside the 'limit of development' as will remain agricultural in use.
ACTION – establish numbers on waiting list for Seven Locks Housing – GM
 - b. Key census data
DD gave overview of document and highlighted key points:
Far lower number of terraced properties than national average/higher amount of detached properties.

Reinforces message from Housing Needs survey – need for smaller houses (confirmed by DD that this document can form an appendice to overall plan)

Confirmed 'Deprivation' dimensions(page 3) refer to: 1) employment 2) education 3) health and 4) housing

c. Criteria for Your Locale review

DD gave overview and discussed the different criteria. Factors are lifted from the national planning framework.

Agreed to add 'any other local relevance/importance' as final criteria item

ACTION – check presence of TPO register on HDC site – DD

ACTION – check with environmental group whether there was a monastery on Glebeland – GM

ACTION – complete and send out draft copies of criteria scoring for four areas for review and comment by August meeting – DD

VII. Completing the review of the documents circulated (from last meeting)

a. HDC Local Housing Plan – specifically point 4.57 – Swinford identified as new housing in settlement with a limit to development.

Important: priority is to set the limit to development, once we have completed the criteria survey of four areas

Note – this policy is to be abolished in October 2016 (but some information may still be useful)

b. Wymondham 7.2 Housing and Built Environment Plan

Discussion around benefit of having a reserve site to protect the village in the future

Discussion around windfall sites – overall opinion is not to prevent this option entirely, but consideration should be given around clear planning conditions

c. Hungarton draft plan

Also provides for a reserve site – general feeling is that this is preferable – ensures a legacy of protection for the village and a longer term solution

VIII. Actions for next meeting

ACTION - GM to circulate minutes from 20th June meeting

ACTION - All to read all documents and populate listing of key issues (listed below for ease of reference)

- Tenures and housing mix
- Affordable housing requirements
- Design
- Conservation area

- Heritage issues
- Potential housing sites
- Limits of development
- Windfall housing guidelines
- Potential for exception sites

ACTION – check presence of TPO register on HDC site – DD

ACTION – check with environmental group whether there was a monastery on Glebeland – GM

ACTION – complete and send out draft copies of criteria scoring for four areas for review and comment by August meeting – DD

ACTION – establish numbers on waiting list for Seven Locks Housing – GM

ACTION – give dates of next meeting to environmental group to invite their comment and update - GM

IX. Next meetings

3rd August

- Using our own lists, use post-it notes to brainstorm key issues
- Identify all outstanding issues to be completed
- Use large map to start to define limit of development

5th September

- Plan to start writing first draft (based on the Wymondham plan)
- Invitation to stakeholders to be involved after this point – further discussion needed

X. Close