

Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 66 held on Tuesday 10th November 2016 at Saltash Guildhall.

Attending:- Cllr. David Yates (In the chair) (Town : Saltash West) (DY)
Cllr. Derek Holley (Town & County : Saltash East) (DH)
Victoria Regan (Cornwall Council Affordable Housing Team) (VR)
Zoe Bernard-John (Cornwall Council Strategic Planner) (ZB-J)
John Percil (Latchbrook Neighbourhood Association) (JP)
Helen Hocking (North & Middle Pill Neighbourhood Association) (HH)
Mike Hocking (North & Middle Pill Neighbourhood Association) (MH)
Robert Taylor (Persimmon Homes) (RT)
William Holman (N&M Pill Landowners Consortium) (WH)

Apologies:- Ian Taylor (Port View Estate) (IT)

The meeting was not recorded.

Minute No.	Item	Action
457.	<p>Declaration of Interest.</p> <p>Declarations of Interest were recorded by Robert Taylor with regard to his company's pecuniary interest in a development project at Latchbrook and by William Holman with regard to his pecuniary interest in a development project at North & Middle Pill.</p>	
458.	<p>Affordable Housing</p> <ol style="list-style-type: none"> 1. This was a special meeting of the SNP Steering Group held to understand more fully the issue of providing Affordable Housing within the Parish with the benefit of expert knowledge and advice from Cornwall Council officers. The aim was to inform the preparation of Policy Statements for inclusion in the Saltash Neighbourhood Plan. 2. VR delivered a power-point presentation (See Plan4Saltash web-site) which provided a detailed briefing on the topic including aspects particular to the Parish and more specifically including :- <ul style="list-style-type: none"> • The definition of Affordable Housing; • Understanding Local Housing Need; • The Current Housing Need Figures for Saltash; • Details on Affordable Rent, Shared Ownership & Discounted Sales; • The Cornwall Value Zones; • Planning Policy; and • The Six Delivery Methods pursued by Cornwall Council; 3. <i>Affordable homes are:</i> <i>"Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision."</i> (National Planning Policy Framework) 	

4. The following matters arose in discussion with VR and ZB-J.

The Present Housing Need Figures for Saltash were given as :-

Cornwall Homechoice (November 2016)

	1 bed	2 bed	3 bed	4 bed	5 bed	Total
Band A	0	2	2	0	0	4
Band B	50	14	5	7	2	78
Band C	32	20	11	7	0	70
Band D	15	14	2	1	0	32
Band E	120	75	29	3	0	227
Totals	217	125	49	18	2	411

In addition 17 applicants were looking for Affordable Homes to buy under the Help to Buy SW programme.

N.B. The Housing Theme Team have previously examined the definitions applied to Bands A to E inclusive.

The figures were a reduction of those previously provided where the total requirement was shown as 632. An updated survey was conducted by questionnaire to those previously on the list. All that had been on the list had been written to and those not responding removed from the list. The latest figure was possibly an understatement.

Band E requirements accounted for a high proportion of need.

5. DH queried the quality, accuracy and robustness of the data.
6. MH mentioned that housing fraud was an issue in Plymouth and questioned the level of accuracy given by the figures.
7. Need was reassessed regularly by the team. No rate of growth percentage was applied in assessing the total quantity of need arising through the entire period of the Local Plan to 2030. It was based on current and not predicted demand.
8. VR's briefing described **Affordable Housing Products** promoted and offered by Cornwall Council. These were :-
 1. **Affordable Rent** on accommodation let by CC or Registered Providers;
 2. **Shared Ownership** (Purchase of an Equity Share); and
 3. **Discounted Sale** from open market values sought by developers. Saltash is in Zone 4 so a 40% discount required.
9. RT advised that Persimmon Homes were looking to offer Discounted Sale schemes to count towards Affordable Housing criteria and requirements.

	<p>10. DH advised that Councillors preferred to see rented accommodation as opposed to shared ownership or discounted sale properties.</p> <p>11. RT enquired what proportion of the 411 Saltash Housing Need related to the demand for rented accommodation. VR indicated that the figure related in full to rented demand.</p> <p>12. The possibility of the Broadmoor Farm development not delivering on the 30% target for affordable housing was an issue. The Church Road site was delivering solely social affordable housing. Consideration was required on how any shortfall was addressed during the period of the Neighbourhood Plan.</p> <p>13. VR advised that an Affordable Housing Supplementary Planning Document (SPD) sat under the Local Plan.</p> <p>14. DY enquired whether development lines existed under the Local Plan provisions, particularly with respect to rural villages and hamlets. ZB-J advised that some Neighbourhood Plans were putting these back in. The former Caradon Local Plan showed boundaries, but be clear of the implications of what is done for the Neighbourhood Plan.</p> <p>15. VR described six County Council Programmes relating to the provision of Affordable Housing being :-</p> <ol style="list-style-type: none"> 1. Responding to developer/landowner led planning applications. Here depending on the nature of the scheme, contributions of some £57,000 per dwelling were sought. The Cornwall Council aim was to invest this into the same parish. 2. Cornwall Council Funded Programme (CCFP) Here funding was provided under the CC Capital Programme. Assistance was given to help registered Providers find sites. 3. Supporting Cornwall Housing and other Registered Providers. In SE Cornwall this tended to relate to supporting the Hastoe Housing Association and also The Cornwall Rural Housing Association. Innovation in Quality and site identification were also key features of this programme. 4. Supporting Community Land Trusts. Here property could be developed and held in perpetuity within a settlement. The Cornwall CLT was regarded as a Delivery Developer as well as advisor. 5. Contemporary Cornish Living. This was a Cornwall Council owned company. Cornwall Council aims to meet the county's housing needs by building modern, attractive, eco-friendly high quality homes. 6. Homes for Cornwall (previously Cornwall Land Initiative) Here the programme sought to develop/redevelop publicly owned sites. This included site purchase and could include Saltash. <p>16. Clarification was sought on points arising being :-</p> <ol style="list-style-type: none"> a. In response to MH, VR undertook to advise on the number of houses delivered through CLTs in Cornwall. 	<p>VR</p>
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	<p>b. In response to RT, it was advised that the letting of Affordable Homes would be to eligible people on the Housing List, being applicants who live in the area or have a defined local connection.</p> <p>c. In response to RT, it was advised that the 411 waiting list figure related to households and was the current need relating to the 5-year land supply.</p> <p>d. In response to HH, it was clear that over half of local need related to Band E (the lowest) Need. How should the Neighbourhood Plan best relate to this ?</p> <p>e. DY posed that if 291 (411-120 Band E) were built How much effort should be put into providing the 120. VR responded that it was unlikely that development consents and delivery would keep pace with house and/or land availability. It was a case of “need to deliver versus aspiring to deliver,” and establishing what was the acceptable target.</p> <p>f. In response to WH it was confirmed that there were no assumptions on Affordable Housing growth through to 2030, however the Sites Allocations DPD advises on how to treat any shortfall.</p> <p>g. In response to DY, ZB-J to advise on the number of Affordable Homes being delivered through the Broadmoor Farm development.</p> <p>h. In response to DY, ZB-J and VR advised in respect of preparing the SNP :-</p> <ul style="list-style-type: none"> • The need to tie back to and expand upon Local Plan policies; • Discuss and encourage local developers to provide Band E accommodation (1Bed units). • CLT’s were more successful in rural areas however there had been a noteworthy scheme completed at Bristol Ashton Gate. A policy could be included in the SNP to support the work of CLT’s in helping find sites. • Make reference to estates in Saltash where there are social problems and where support/encouragement for redevelopment is warranted. Can require later building/redevelopment to be subject to fitting in with surrounding development in appropriate areas of the Town to enable efficient use of land. Land zones can be identified. • Check out the wording of the Housing policies in the Bude and Stratton Neighbourhood Plan. See Appendix A. <p>i. A higher percentage of Affordable Housing over and above the 30% specified in the Adopted Local Plan would be tricky and would certainly need to be evidenced based. <i>(Note. 411 affordable homes equate to a requirement of 1370 houses being constructed in the Town at the present level of demand and at the 30% policy level against a Local Plan Housing allocation of 1200 dwellings through to 2030.)</i></p> <p>j. Can include a policy to provide for the conveyance of land to a Community Land Trust on development sites above a certain number of houses under Sec 106 Developer Contribution obligations. Could also apply to the provision of self-build sites. See Appendix B re East Devon policy. CC maintain a register of applicants for self-build plots.</p> <p>k. Right to Buy capital receipts generated through the sale of Council/Social housing in Saltash go to a central County pot. This</p>	<p>ZB-J</p>
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	<p>results in leakage of capital from the Town which might otherwise be used to fund replacement affordable housing. VR to examine level of receipts generated in the Town, say over the past 10 years.</p> <p>l. Could a Community Network Area Account, or similar, be established to create an Affordable Housing investment fund?</p> <p>m. Can the Town's Section 106 cash be used to invest in Affordable Housing provision e.g. additional affordable units on the Broadmoor Farm development ?</p>	VR
459.	<p>Any Other Business.</p> <p>1. High Court Decision re Judicial Review application challenging St.Ives Neighbourhood Development Plan.</p> <p>DH drew attention to the recent Press Release issued by Cornwall Council which included the following statement.</p> <p><i>"Cornwall Council is welcoming the news that the claim for judicial review submitted by RLT Built Environment Limited of the authority's decision to support the publication of the St Ives Neighbourhood Development Plan and put it to a referendum in St Ives has been dismissed on all counts.</i></p> <p><i>The judgement handed down today by Mr Justice (now Lord Justice) Hickinbottom means that , subject to no appeal being lodged, the Council will now be able to progress the 'making' of the St Ives Neighbourhood Development Plan (NDP).</i></p> <p><i>The decision also means that town and parish councils with similar policies in their Neighbourhood Plans will also be able to progress them. These will be dealt with on a case by case basis subject to supporting evidence and the relevant Examiner's report."</i></p>	
460.	<p>Dates of Next Meeting.</p> <p>Steering Group Policy Writing Tutorial – Thursday 17th November 2016 at The Guildhall, commencing 6.00pm.</p>	ALL

The meeting ended at 20.05 pm.

Circulation List

(Names in ***Bold Italics*** denote an elected member of the Steering Group.)

<i>Cllr. David Yates</i>	<i>Saltash West (STC)</i>	Matthew Tunley	Commercial Estates Gp (Broadmoor Fm)
<i>Cllr. Jean Dent</i>	<i>Saltash West (STC)</i>	Catherine Thomson	CC Community Network
<i>Cllr Bob Austin</i>	<i>Saltash West (CC & STC)</i>	Peter Ryland	Chamber of Commerce; CIC; STIG
<i>Cllr Derek Holley</i>	<i>Saltash East (CC & STC)</i>	Andy Rance	Cornwall County Youth Work
<i>Cllr Lee Russell</i>	<i>Saltash North (STC)</i>	Colin Breed	Resident
<i>Mike Finch</i>	<i>Saltash Environmental Action</i>	Simon Cronk	Resident and Chartered Surveyor
<i>Mike Hocking</i>	<i>N&M Pill Neighbourhood Assoc'n</i>	Ray Lane	Town Clerk
<i>Leslie Rust</i>	<i>Latchbrook Neighbourhood Assoc'n</i>	Zoe Bernard-John	CC Senior Development Officer
<i>John Percil</i>	<i>Latchbrook Neighbourhood Assoc'n</i>	Richard Hall	Resident
<i>Denise Watkins</i>	<i>Waterfront Residents Assoc@n</i>	Vanessa Luckwell	CC Community Regeneration Officer
<i>Gail Swift</i>	<i>Pillmere Community Association</i>	Caroline Righton	Aston Getty (Broadmoor Farm)
<i>William Holman</i>	<i>N&M Pill Landowner Consortium</i>	Tunde Awe	Resident
<i>Jane Hamlyn</i>	<i>Architect & Pillmere Resident</i>	Geoff Mawson	Resident
<i>David Bennett</i>	<i>Resident</i>	Michael Griffin	MA Griffin Associates (Hole Farm)
<i>Ian Taylor</i>	<i>Resident (Lower Port View)</i>	Andrew Williams	Resident (Middle Pill)
<i>Cllr. Richard Bickford</i>	<i>Saltash East (STC)</i>	Simon Walker	(Landrake and St. Erney N. Assocn.)
<i>Cllr. Matthew Coot</i>	<i>Saltash South (STC)</i>	Sue Newell	(Landrake and St. Erney N. Assocn.)
David Orr	Consultant	Ken Martin	Governor Saltash.net
Steve Besford-Foster	Consultant	William Cotton	Chamber of Commerce
Robert Taylor	Persimmon Homes	Rev. Tom Osborne	Methodist Church
Alex Sharpe	Trustee China Fleet Country Club		

All Minutes of Steering Group meetings together with extensive information on the preparation of The Saltash Neighbourhood Plan can be found at plan4saltash.co.uk

APPENDIX A.

Bude-Stratton Neighbourhood Development Plan 2016 - 2030 : February 2016

4 Housing

Housing, and the design of the urban environment, has a direct impact on quality of life and is critical to creating sustainable neighbourhoods with a sense of community and place. The Neighbourhood Plan seeks to influence development to ensure that it meets the needs and aspirations of the community; that is complementary to the town and makes the most of opportunities offered from planning gain. The Local Plan Strategic Policies Document indicates that some housing growth will be needed within BudeStratton over the plan period and the Neighbourhood Plan has a key role to play in ensuring this meets local needs and aspirations.

4.1 Policy Aim To provide for the housing needs of residents of all ages, ensuring there is a range of housing available. Our preference, as evidenced in the initial community consultation, is that housing choices should be provided via small scale, mixed developments of up to 30 dwellings, prioritising brown field sites, and offering high quality, well designed accommodation with ample communal green spaces and private gardens or communal food growing spaces.

4.2 Policy Objectives 4.2.1 To provide low cost housing for local families and single people

4.2.2 To make full use of brownfield sites and re-use existing buildings in order to protect greenfield land.

4.2.3 To promote high quality, environmentally sensitive design in housing, and ensure that all impacts of development are assessed, including the impact on local facilities.

4.2.4 To make effective use of developer contributions to make community gains.

4.2.5 To provide for the housing needs of older residents.

4.2.6 To promote small scale housing developments (up to 30 dwellings) and to encourage the provision of land for self-build housing.

4.2.7 To help Bude-Stratton become more self-sufficient in terms of food production.

This plan contains criteria based policies to help a choice of residential housing sites in Bude-Stratton. This will help to consider whether the permitting of additional housing sites is appropriate over the plan period.

This plan does not allocate housing sites itself. This will be progressed as part of the Cornwall Council Site Allocations Development Plan Document, which is in production at the time this plan was submitted for evidence. This will seek to utilise a methodology used across Cornwall to select sites for planned growth around Bude-Stratton, considering also the aims of this plan to avoid coalescence between the different areas of Bude, Stratton and Poughill. The process will also take into account the Strategic Housing Land Availability sites and engagement with landowners and developers.

4.3 Policies It is clear from the community consultation and from the Community Network Profile for Bude that there is a need for additional affordable housing, especially for young people. As a result, Policies 1 and 2 seek to encourage the provision of high quality affordable housing in Bude-Stratton, alongside market housing or in independent schemes.

Policy 1: Affordable housing led schemes

1. Housing schemes which meet an identified local affordable housing need will be supported where they are in accordance with Cornwall Council's Local Plan and Affordable Housing policies and guidance.

2. All new affordable homes should take steps to comply with the guidance set out within Cornwall Council's Design Guide.

Affordable housing may differ from open market provision where it is demonstrated to meet an identified local need.

Policy 2: Mixed Development Schemes

The development of mixed tenure schemes (affordable and market housing) will be supported and encouraged where;

i) it can demonstrate it meets a local need for housing; and ii) designs are tenure blind ensuring that one type of tenure could not readily be identified from its design and quality; and iii) it has the support of the Town Council (as the organisation representative of BudeStratton residents) or where there is evidence that it is a community led proposal; and iv) it offers an appropriate mix of affordable and market housing.

Where mixed tenure schemes are delivered in full or in part on brownfield sites, a reduced proportion of affordable housing provision will be supported where justified by evidence of prohibitive abnormal costs (for example, de-contamination works). Cornwall Council will secure the first and future occupation of the affordable homes to those with a housing need and local connection to the settlement or parish. It is recommended that all proposals for development take account of the advice in the Cornwall Design Guide 2012, to ensure that residential and other proposals are appropriate to their setting, and enhance the character and appearance of the specific area in which they are to be situated.

The need for the development of community facilities in line with any future housing growth has been evidenced through the Issues Report (refer to the Evidence Base document). This report was derived from the community consultation in which almost 900 local individuals gave their views on the future of Bude-Stratton.

Policy 3: Development and Community Facilities

Residential development of up to 30 dwellings will be supported where it can be demonstrated that the development will be linked to Bude town centre by safe walking and cycling routes and;

a) It takes steps to follow the guidance of the Cornwall Design Guide 2012, b) It maintains the gaps between Bude, Stratton, Flexbury and Poughill and does not cause their coalescence, c) It does not compromise the character and amenity of the Conservation Areas; and d) It provides or contributes towards some of the following: i) Community leisure / recreation facilities, ii) play grounds, iii) communal food growing spaces/allotments, iv) skate park improvements, v) transport infrastructure improvements, vi) identified medical infrastructure improvements, vii) community owned renewable energy, viii) waste water treatment facilities.

The order of the above list does not prioritise any facility over another.

Policy 4: Residential Conversions

Residential conversion schemes that meet the criteria outlined in the (emerging) Cornwall Local Plan Housing in the Countryside Policy will be supported.

For the purposes of the Bude-Stratton Neighbourhood Plan, 'suitably constructed' buildings is not restricted to traditional stonebuilt buildings; support will be given to residential conversion schemes where the proposed dwelling is of a high quality design and take steps to follow the guidance of the Cornwall Design Guide 2012. Residential conversion schemes which contribute to off-site affordable housing provision in line with established local need will be supported.

Concern was expressed in the community consultation about the use of greenfield land for housing, and the need for sustainable development within the existing settlement boundaries. Therefore, Policy 5 encourages the use of brownfield sites and the conversion of existing buildings, where appropriate, for housing, in preference to greenfield sites.

Policy 5: Brownfield Development and Infill

The development of brownfield sites in suitable locations for residential proposals will be prioritised over greenfield development. In order to protect and enhance the existing street scene, infill development within the town centre of Bude will be supported providing it accords with Policy 17 of the Neighbourhood Plan and is sympathetically designed in accordance with the guidance in the Cornwall Design Guide 2012.

Residential development brings with it additional pressure for services and services and facilities. Residents were concerned in the community consultation that the growth of additional services and facilities kept pace with housing growth in Bude-Stratton, so that existing and new residents could access their needs locally without the need to travel to other settlements. Policy 6 sets out the framework for accommodating growth in as sustainable way as possible, maintaining and enhancing the quality of life for residents now and in the future. For public open space requirements, refer to Chapter 11: Open Spaces, Heritage and Conservation. This information is derived from the Open Spaces Strategy for Larger Towns in Cornwall, prepared by Cornwall Council.

Policy 6: Social, Economic and Environmental Sustainability Impacts of Development

Residential development in Bude-Stratton will be required to demonstrate how the needs of future residents will be met in terms of community, medical, educational, infrastructural and social facilities in order to ensure that the needs of current residents are not compromised by additional growth.

Developers will work closely with regulated infrastructure providers to ensure existing and future needs are met. The facilities identified include but are not restricted to those specified in Policy 3. Development which offers measures to reduce its carbon footprint through the use of renewable energy, water and waste recycling and energy efficiency measures will be viewed favourably.

The provision of two car parking spaces and a high standard (quality and quantity) of private open space and provision of public open space or contribution towards off site provision is expected in all residential development.

The community consultation revealed concerns about the housing needs of older people in Bude-Stratton, and how these needs will be met in future. There was also awareness amongst the community that providing suitable accommodation for older people can help to free up other types of housing, perhaps more suited to families. It was also noted by the community that Bude-Stratton is a popular relocation area for retirement. Policy 7 therefore seeks to promote housing developments which are specifically suited to the needs of older people in order to meet their needs.

Policy 7: Sheltered/Retirement housing

The development of purpose built sheltered and retirement accommodation for older people in Bude-Stratton will be supported providing;

a) developer contributions arising from this development are utilised in providing for community needs within the town; and b) the site design and layout is such that there is high quality communal outdoor space, access to public transport and parking for residents, staff and visitors.

Residents of Bude-Stratton showed a preference for small scale housing schemes of fewer than 30 dwellings which fit well into the existing fabric of the town and surrounding area. Policy 3 shows how such development proposals will be evaluated. It is recognised that larger scale sites will be required to meet the housing requirement for Bude Stratton and that there are sites within the Strategic Housing Availability Assessment that are likely to be brought forward that may need to be considered to accommodate growth. The Neighbourhood Plan is working with Cornwall Council to determine the appropriate options for additional larger housing sites through the Cornwall Site Allocations Development Plan Document produced by that Council. The criteria of Policy 8 will be used to inform that process.

The Neighbourhood Plan expects that sites of below 30 dwellings beyond the strategic site allocations by Cornwall Council will be the most appropriate strategy for the plan area. Any larger schemes being brought forward will be considered against Policy 8 and in the context of the emerging allocations work.

Policy 8: Scale of Residential Development

Sustainable residential development proposing over 30 dwellings will be supported if:

(a) its design reflects the character, form and scale of the local area, making reference to the Cornwall Council Design Guide 2012; (b) it contributes materially and substantively to the development of a range of community services, facilities and infrastructure and to sustainable development (see policies 3 and 6); (c) it allows for some self-build units; (d) developer contributions are used to benefit Bude-Stratton directly via the projects listed in the Action Chapter; (e) it is well related to the Town Centre of Bude to allow for easy access by walking and cycling; and (f) it does not compromise the character and amenity of the Conservation Areas.

Local food supply is an important aspect of sustainable development. Residents of Bude-Stratton wanted to ensure that current and future residents have as much opportunity as possible to grow their own food, and enjoy the benefits of a healthy lifestyle. Policy 9 intends to promote food growing spaces, both within private gardens and in more public spaces to encourage future generations to engage with sustainable food production.

Policy 9: Food Growing

Residential development will be supported where it allocates and allows land for community led food growing via initiatives such as allotments, orchards, community gardens and innovative spaces for food growing, subject to the other policies of the Bude-Stratton Neighbourhood Plan and the (emerging) Cornwall Local Plan. Residential development which makes provision for large gardens of at least 110 square metres to allow for food growing will also be supported, subject to the other policies of the Neighbourhood Plan and the (emerging) Cornwall Local Plan.

APPENDIX B

East Devon District Council – East Devon Local Plan 2013-2031 Adopted 28 January 2016

H2 - Range and Mix of New Housing Development

Planning permission will not be granted for new residential development which provides for 15 dwellings or more, or is situated on a site of 0.5 ha or larger, unless it contains a mix of dwelling sizes or comprises predominantly, or totally, of smaller dwellings. However where site characteristics, including in respect of landscape prominence and character, clearly indicate an alternative scale is appropriate there will be flexibility in scale. Landscape Character Assessment will be of key importance in site assessment work and establishing an appropriate dwelling mix.

To ensure a variety of housing provision, where possible, developers will be encouraged to make at least 10% of plots available for sale to small builders or individuals or groups who wish to custom build their own homes.