

A NEIGHBOURHOOD PLAN FOR EGERTON

WORKING GROUP

Minutes of meeting held on **Monday 14 January 2019 at 7.30 pm, Sports Pavilion**

1. **Present:** Jane Carr (Chair), Elaine Graham, Graham Howland, Richard King, Ian Mella, Claire Stevens, Lois Tilden (Secretary)
2. **Apologies for absence** – Jerry Crossley
3. **Declarations of Interest** – Graham Howland (related to owner of land submitted for consideration); Richard King, Elaine Graham (interest in older people's housing destined for the land at Orchard Nurseries/Sunpatch).
4. **The minutes of the previous meeting on 5 December 2018 were approved.**
5. **Action points from previous meeting were discussed as below:**
 - A. **Housing Needs Survey:** It was agreed that the draft report produced by ACRK was comprehensive. It provided the key data to help future-proof the parish in terms of its housing requirements and the development necessary for it. There was detailed discussion on issues of substance in the report that needed clarification or amendment prior to a presentation to EPC and thereafter the executive summary to the NP website and wider publication. Overall the survey indicated a need for 27 additional dwellings over the next 5 years. Included in the 27 were 12 affordable homes; 3 for older households, 9 open market properties suitable for older households to downsize/move to more suitable housing for their needs and 6 open market properties including one self-build for younger households. A further 7 households said they had a housing need; 6 were excluded from the final analysis because they did not provide sufficient information for an assessment of their need to be made and one respondent did not want to stay in the parish.

Almost half the residents have lived in the parish for more than 26 years; growing families need homes in 1-5 years' time and the greatest need was for homes to meet the needs of people in the 20-59 age group. It was clear the parish needed to retain younger people and families in order to enhance sustainability; and there was a need to ensure there was scope for a "rolling programme" of movement within the village through older people being able to downsize and occupy more suitable homes, thus making their homes available for younger families. There was further discussion about inward movement into the village. ABC could not provide any predictive data on this, but it was concluded that newcomers to Egerton would more likely buy larger and more expensive properties. This was not a demand that Egerton should aim to meet beyond what happens in the housing market generally. It was agreed that the housing needs survey results might lead to the need for additional sites for development, but the first consideration would be where those sites should be and

then how they should be developed to meet the identified needs over the next 20 years. This would need to be taken up with Egerton Parish Council. **Action: All to consider issues to take up with ACRK and submit them to JC; JC to write to ACRK for clarification; JC to circulate final executive summary to EPC, place summary on website and for Egerton Update.**

B. Site Selection criteria

LT and JCr had begun a review of the consultants' response to the draft document and the suggestions for the production of an enhanced format plus a timetable and process for evaluation. Reassuringly, many of their points had been in the very first draft. It was agreed that LT and JC would meet and agree a final version to be circulated to the Group and EPC before 22 January. It was agreed that the landowners offering sites for development should be provided with the final document, with a further explanation of the outcome of the housing needs survey. It was agreed that the process would need to be specific, clear, open and objective to pass scrutiny. A small sub group would be needed to assess the sites on the basis of the criteria and taking into account housing needs. **Action: LT to circulate the final version of the criteria to the Group and EPC; a sub-group to be chosen with no risk of conflict of interests to go head with this project; JC to write to landowners.**

C. Strategy and Audit of work completed to date

JC had circulated the audit of work to date and the revised strategy following comments from consultants. The "Health Check" and brief overview needed revision to reflect the current position more accurately. **Action: All to comment to JC for final amendments.**

D. Timetable

It was acknowledged that the timetable had slipped, for understandable reasons in that this was a small group managing a complex set of multiple tasks. The end of the year was now the aim for NP completion.

E. Heritage features, green spaces, key views

CS presented a consolidated list of items and GH brought the annotated maps. They would work further to log photos and locations of key views and vistas. Once this work had been finalised, the aim was to put this on the website and seek further input from people in the parish. GH offered to go to the main Library for a copy of the definitive map showing footpaths, listed buildings, TPOs and other features. It was agreed that a link from the NP website to the on-line ABC map should be provided. **Action: CS, GH**

F. Parish Design Statement

JCr had carried out an initial review of houses built or barns converted after the Parish Design Statement had been published. He will be using a "traffic light" system to assess how far the buildings met the PDS principles, as objectively as possible. **Action: further progress by JCr.**

G. Village confines exercise

ABC had confirmed to LT that the timetable for their “village confines” exercise would not apply to Egerton as it would be built into the NP. ABC would be ready to advise as needed. The Group would need to review this with EPC, taking into account work carried out a few years ago led by Peter Rawlinson. **Action: LT to obtain information/maps etc from PR.**

H. Meeting with EPC 22 January 8pm

An agenda for the meeting was discussed. It was agreed that an outline of progress followed by an interactive discussion to secure understanding, buy-in and commitment was a priority. The Hall Committee Room had been booked for the event. JC and RK would jointly chair the meeting. **Action: LT to draft the Agenda and circulate a final version to EPC in advance of the meeting.**

I. Any Other Business

It was agreed that RK should provide a formal update from EPC on action points and progress arising from the Parish Plan. **Action: RK**

J. Date of next meeting: Wednesday 13 February, 7.30 pm, in the Committee Room
Action: EG to confirm

The meeting ended at 9.15pm.