

Clyffe-Pypard Neighbourhood Planning Group

Notes of the meeting held on 19th November 2019

Present:

Guy Rickett (chair)
Chris Rickett
Alan Glasspool (notes)
Chris Thompson
Tony Currivan
Ed Rudler
Nick Kirton
Marian Kent
Allison Bucknell Councillor WCC (for item 4 only)

Apologies:

Peter Gantlett
Rosemary Greenway

Meeting Objective: To agree on the next steps following the announcement of the WCC Affordable Housing plans and to review the analysis of comments from the Vision and Aims Drop Ins.

1. Minutes from Last Meeting
 - a. There were no comments on the minutes.
2. Matters Arising
 - a. There were no matters arising (other than those on the agenda)
3. WCC plans for affordable homes – Communication to Parish
 - a. Covered in item 7. Communications below
4. WCC's plans for affordable homes
 - a. Guy Rickett stated that a clear objective from our process was to make sure that WCC understood where we are with our NP and that we avoid WCC starting any pre planning activity without taking full account of our views and decisions
 - b. Guy Rickett had circulated a list of questions that will be sent to WCC
 - c. Guy agreed to add a question whether WCC was willing to look at other sites within their council owned land. **Action: GR**
 - d. It is understood a private developer such as GreenSquare would not be interested in this maximum ten house development as this would not be economically viable on its own. A possible alternative approach would be to build affordable houses alongside market housing.
 - e. Tony Currivan however stated that there have been situations where GreenSquare have not developed a site but then did take over the running of the affordable housing at a later date.

- f. Allison Bucknell joined the meeting and provided further detail regarding WCC plans;
 - i. It is understood that other council owned farms have been approached regarding the release of a plot although it is not known the outcome from these discussion or whether all farms have been contacted
 - ii. It is certainly acceptable to ask WCC if they have considered other council farm sites and if not whether they are prepared to do so. This could be included within a call for sites if we chose to do a Site Allocation process across the whole parish
 - iii. WCC is only building affordable houses and only on Council owned land
 - iv. Commenting on the possible approach to use a private developer to develop affordable houses including market housing (see 4c above) Allison stated that in such a case the total number of houses that would need to be built could be double
 - v. There is money in the budget set aside for this development. Given that the current plan is to tackle the Bushton project from April 2021 pre-planning activity will probably start some time after April 2020.
 - vi. Going with the WCC approach is the only secured way of getting the houses built
 - vii. The build will be carried out to high environmental standards
 - viii. Anybody who wants to be considered for these houses needs to register this need on the Houses for Wiltshire list online. This is the only way in which need will be formally demonstrated and the final number of affordable houses to be built will be determined.
- g. The group discussed how best to identify needs for market housing
- h. Marian Kent mentioned that there are a number of older residents who could benefit from there being affordable bungalows available
- i. Allison Bucknell stated that we should identify such possibilities in the questionnaire

5. Vision and Aims - Questionnaire

- a. Guy Rickett proposed that Chris Rickett, with her relevant experience, should take the work done to date and produce a draft of the Questionnaire which will be distributed around the group by the end of November. Chris will also indicate when feedback is required by. **Action: CR**
- b. The group will then be tasked to provide feedback which will lead to a second draft being produced and distributed ahead of the next meeting planned for the end of January 2020. This date was proposed due to other commitments in December and January. **Action: All**

- c. At this meeting at the end of January 2020 the second draft will be reviewed and agreed
 - d. A review of the Questionnaire by WCC will be arranged for immediately after the January meeting with the hope of being in a position to distribute the Questionnaire in early to mid February. **Action: GR**
 - e. Chris Rickett asked Allison Bucknell for a copy of the Tockenham questionnaire and will send this through to the group with any others that can be obtained (including Compton Bassett) **Action: CR**
6. Call for Sites
- a. Alan Glasspool stated that we should establish as soon as possible whether we intend to undertake a formal Site Allocation process. It would help considerably to have an early discussion with WCC about this process and how it would work alongside their affordable housing proposal.
 - b. Chris Thompson stated that we are not obliged to carry out a Site Allocation process although councils in general do prefer to have one carried out.
 - c. Ed Rudler commented that he felt the feeling in the parish was that a site allocation process should be undertaken
 - d. Guy Rickett agreed to reference the Site Allocation process in the letter to WCC detailing the questions on their affordable housing plans. It will ask for an opportunity to meet and discuss the Site Allocation process. **Action: GR**
7. Communication
- a. For the communication of the WCC affordable homes plans to the parish, Guy Rickett agreed to draft some summary text for Nick Kirton to use in the next newsletter (December) and seek prominence for it in the news section. **Action GR, NK**
 - b. Guy will also ensure a summary is posted on Next Door and sent to the Drop In Group via email. **Action: GR**
8. Schedule for next meeting
- a. The next meeting was agreed to be at the end of January. Alan Glasspool will send through some dates for agreement by the group. **Action: AG**
9. AOB
- a. Alan Glasspool will update the timelines for the project in the light of the above and distribute to the steering group. **Action: AG**

Action List

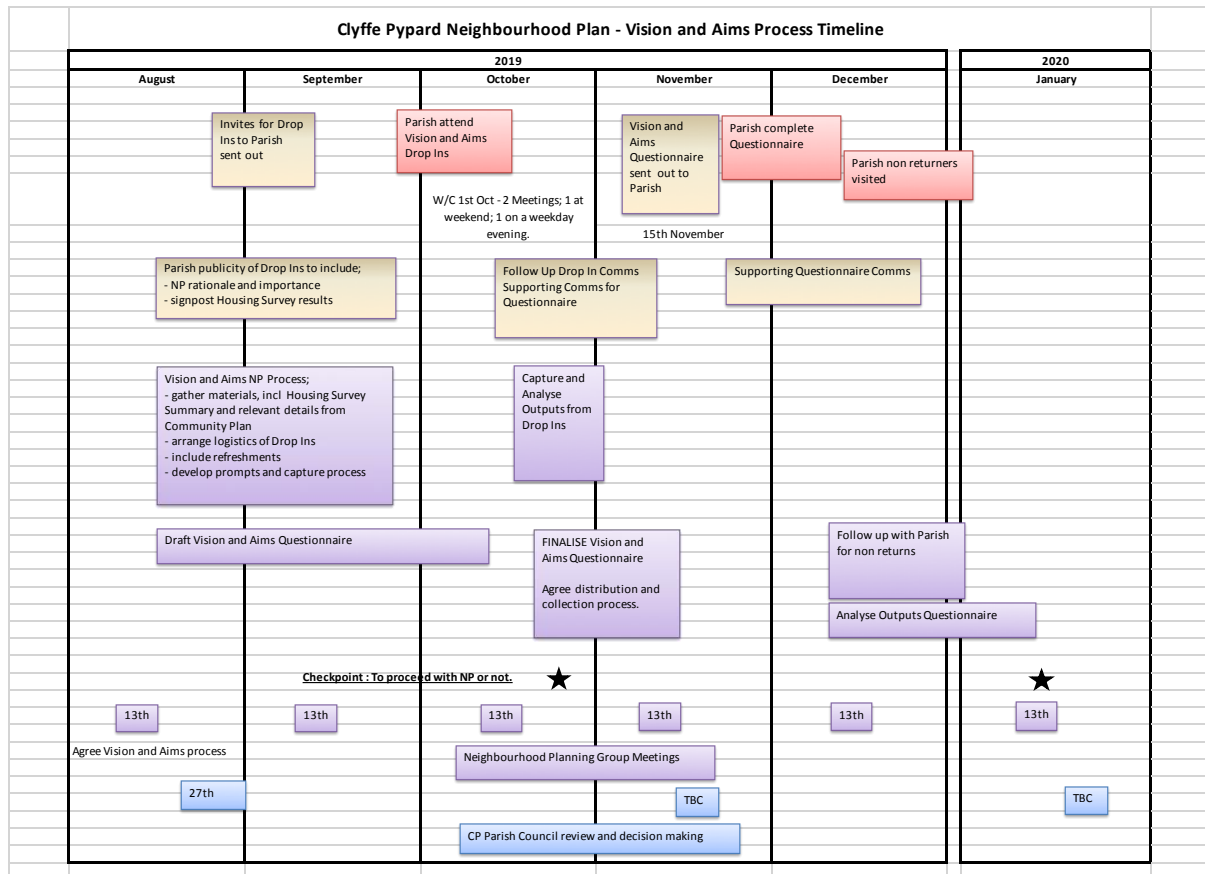
No.	Action	Resp.	Date Raised	Date Reqd	Status
2	Understand from WCC how to approach identifying housing needs for market housing	GR	29/01/19	ongoing	
39	Allison Bucknell to be invited to next meeting on 19 th November	GR	15/10/19	22/10/19	Done
40	Identify further information required and other actions for theme Community Well Being & Leisure	PR, GR, RG	15/10/19	12/11/19	Done
41	Identify further information required and other actions for theme Local Landscape and Wildlife	PG, ER, TC	15/10/19	12/11/19	Done
42	Identify further information required and other actions for theme Economy and Jobs	NK, CR	15/10/19	12/11/19	Done
43	Identify further information required and other actions for theme Management of Water Courses and Flood Mitigation	CT, NK	15/10/19	12/11/19	Done
44	Identify further information required and other actions for theme Parish Assets and Facilities	AG, NK	15/10/19	12/11/19	Done
45	Identify further information required and other actions for theme Traffic Management, Transport and Accessibility	ER, CT, MK	15/10/19	12/11/19	Done
46	Identify further information required and other actions for theme Sustainability and Climate Change	TC, AG, GR	15/10/19	12/11/19	Done
48	Sustainability and Climate Change group to pick up completing council template	TC, AG, GR	15/10/19	12/11/19	Done
49	Send through email addresses collected from Drop Ins to Diane	GR	15/10/19	22/10/19	Done
50	Thank you email for Drop In attendees who provided email addresses to be drafted and sent to Diane for distribution	GR	15/10/19	22/10/19	Done
51	NP Parish Newsletter update for 1 st November to be drafted and sent to group ahead of 28 th October deadline	NK	15/10/19	26/10/19	Done
52	Consider how to emphasise NP items better within the Newsletter.	RG	15/10/19	26/10/19	Done
53	Send letter to WCC with questions on their affordable housing plans, including request for discussions on Site Allocation process.	GR	19/11/19	30/11/19	
54	Distribute to steering group next draft of Questionnaire for comment including when feedback required by.	CR	19/11/19	30/11/19	
55	Provide feedback to Chris R on Questionnaire (date to be provided as part of action by Chris in 54 above)	All	19/11/19	TBC	
56	Arrange with WCC for them to review and comment on Questionnaire around end of January with a week to provide feedback.	GR	19/11/19	30/11/10	
57	Acquire, wherever possible, copies of other parishes questionnaire (e.g. Compton Bassett, Tockenham) to distribute with first draft Questionnaire	CR	19/11/19	30/11/19	
58	Write summary of WCC Affordable Housing plans and potential impact and arrange for summary to appear prominently in 1 st December parish newsletter.	GR, NK	19/11/19	26/11/19	
59	Post summary relating to WCC Affordable Housing plans on Nextdoor	GR	19/11/19	26/11/19	
60	Arrange for summary relating to WCC Affordable Housing plans to	GR	19/11/19	26/11/19	

	be sent to Drop Ins email group.				
61	Confirm date of next meeting with steering group members	AG	19/11/19	30/11/19	
62	Update and distribute project timelines.	AG	19/11/19	30/11/19	

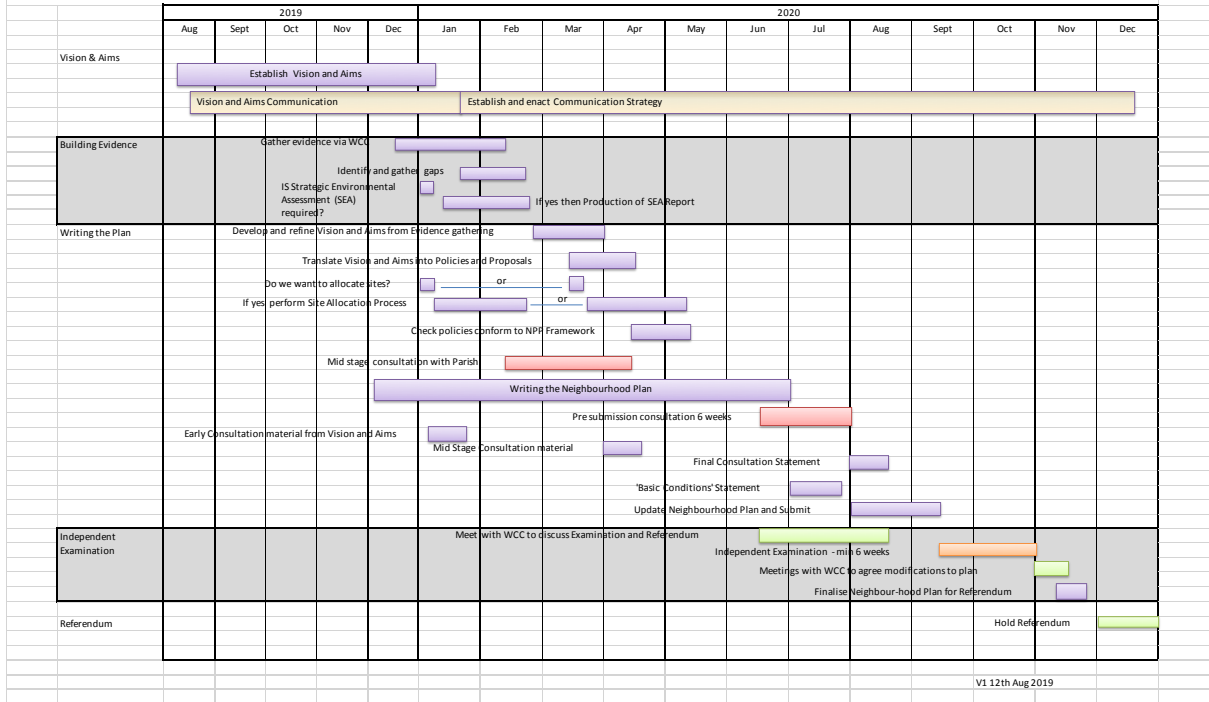
Clyffe Pypard Neighbourhood Planning – Project Calendar

Month	Date / Time	Event	
November 2019	end	First draft of Vision and Aims Questionnaire	
December 2019	TBC	Feedback on First Draft	
	TBC	Second Draft of Vision and Aims Questionnaire	
	TBC	Agree way forward on Site Allocation process	
January 2020	TBC	Finalise Questionnaire	
	TBC	Questionnaire Review and Comments from WCC	
	TBC	Sign off Questionnaire	
February 2020	TBC	Distribute Questionnaire for completion	
March 2020	TBC	Receipt of completed questionnaires	

Timelines to be updated.



Clyffe Pypard Neighbourhood Plan - High Level Timeline to Completion V1 (DRAFT)



V1 12th Aug 2019