

WEST WICKHAM CAMBRIDGESHIRE

NEIGHBOURHOOD PLAN ("NP")

Minutes of meeting of Neighbourhood Plan Working Party

7.30pm Tuesday 18 October 2016 at 49 Burton End

PRESENT:

Trevor Hall (TH) - Chair

Andrew Morris (AM)

Janet Morris (JM)

Arthur Mawby (AM)

James Midwood (JM)

Simon Blackwell (SB)

Georgina Magin (GM)

Jennifer Dutton (JD) - Minute-taker

## 1. RESPONSES TO REQUEST FOR INFORMATION

1.1. TH reported there had been 2 positive responses to Question 4 of the NP Survey regarding Housing Need: one being someone living outside the village who wished to move to it, the other from a present resident.

1.2. A reminder about completing the form would be included on the web site to encourage residents' participation.

## 2. HOUSING NEEDS SURVEY ("HNS")

2.1. TH had discussed the contents of the proposed letter to accompany the HNS with the charity Action with Communities in Rural England ("ACRE")

2.2. It was agreed the reference to "Affordable Housing" in that letter should be qualified to include the words "which would be likely to be built on land outside the normal area for development".

2.3. A draft of the letter referred to at 2.1 above would be circulated prior to the next meeting.

2.4. A request to complete the forthcoming HNS should be put in the Village Voice.

2.5. The meeting considered it would be helpful to display Posters around the village encouraging residents to complete the HNS.

2.5. A Drop-in Information Session would hopefully be held at the village hall on Saturday 14 January 2017 between 3-6pm but the date and time would be confirmed later.

2.6. A representative from Hastoe Housing Association Limited would be invited to attend the Drop-in Session.

### 3. AFFORDABLE HOUSING

3.1. The term "Affordable Housing" was discussed in great detail.

3.2. It was noted that this is a term that had been commonly used and written about in the various communications to residents.

3.3. Concern was expressed that the documentation already produced may not have been fully understood by residents and that the January Drop-in Session at the village hall should be used as a way of delivering a clear understanding of what the term means on a "one-to-one" basis rather than as a general presentation.

### 4. GRANT APPLICATION, BUDGET SETTING AND ACRE SUPPORT

4.1. ACRE would charge £400 for the Project Inception Meeting at which a 6-month plan would be set out before application could be made for further grant funding from the Department for Communities and Local Government ("DCLG").

4.2. DCLG had allocated £9,000 in grants to be disbursed in time-limited tranches. Each tranche given must be fully accounted for and anything returned to DCLG.

4.3. An initial tranche of £500 had already been received. Care was needed in the timing of seeking further grant tranches. The present grant period expires at the end of May 2017.

4.4. West Wickham Parish Council ("the PC") had reserved £3,000 for the current calendar year to cover NP expenses not covered by DCLG.

### 5. ENVIRONMENTAL TOPICS

5.1. West Wickham Parish Council ("the PC") had requested that the Neighbourhood Plan include consideration of the flooding problems being experienced now that the Highways Department no longer maintains and repairs ditches, gullies, streams and grips.

5.2. The meeting did not consider that the principal issue this raised was a matter to be addressed by the NP save insofar as the problem related to Environmental Issues per se.

### 6. HERITAGE

JM reported she was actively collating heritage data.

### 7. NEXT MEETING

7.30pm Tuesday 6 December 2016 at 49 Burton End.

Meeting closed: 9pm