

Worth Parish Council

Minutes of the Crawley Down Neighbourhood Plan Sub Committee, held at the Haven Centre Thursday, 7th December 2017 at 20.00hrs

Present: Cllr Gibson (Chairman) Cllr Lord
Cllr Anscomb Mr Brooks
Cllr Webb Cllr Cruickshank
Mr Dobson Mr Hitchcock (Secretary)
Mr J. Plank Mr S. Plank
5 Members of the Public

It was noted that Mr John Hitchcock would acting as Secretary.

26 Public Question Time

The Chairman welcomed all present to the meeting, then highlighted the housekeeping rules and indicated that should anyone wish to film/record the proceedings could they make themselves known if they had not already done so to the Secretary.

Five members of the public present were all from Wychwood Place. They were interested in item 34 on the agenda, the Wates 9 but had no knowledge of what had happened prior to then taking up residence. The Chairman , with the agreement of the committee, gave them a short synopsis of the activities on the site which led to a call in and inquiry , the results of which were due in January 2018

They did not wish to pose any questions to the committee.

27 Apologies

Apologies from Mr Burberry; Cllr Coote was absent.

Apologies from John Sullivan (Save the Pub team) were received by email and apologies from Wendy Hamer (CDRA) were received too late to make the meeting.

Apologies were NOTED

28 Declaration of Pecuniary and Other Interests

Mr Dobson declared a personal and pecuniary interest in Items 9 and 10 as he lives adjacent to the proposed development. However, it was agreed the Advisory Sub Committee is not a decision making body, but his declaration was NOTED.

There were no other declarations of pecuniary and other interests.

29 Minutes

Mr Brookes requested that with reference to para 18 first line, the word compiling should be replaced by collating.

It was proposed by Cllr Cruickshank and seconded by Cllr Webb and agreed by all that subject to the above minor change, the Minutes of the Advisory Sub Committee meeting held on 31st October 2017 were a true and correct record

30 Chairman's Announcements

The Chairman advised that it was believed that MSDC were holding a public consultation meeting for the Gypsy and Traveller site proposals on 12th January 2018 from 4pm to 8pm at the Parish Hub, but this was yet to be confirmed.

At the last meeting, it was agreed to recommend to the Planning & Highways Committee that Mr Lindsay Frost SSALC Planning Consultant be approached to provide an in house training session on the Neighbourhood Planning Act 2017 and its implications in the New Year

The Chairman advised that this had been agreed by the Council and Mr Frost has been contacted. However, in Mr Frost's opinion the guidance would not be published until the end of March 2018, so date has yet been arranged.

31 Progress on the Copthorne Neighbourhood Plan

The Chairman reported that the Council has agreed to appoint Enplan to assist in the progression of the Copthorne Neighbourhood Plan.

The Chairman has requested that Martin Carpenter be added to the contract with Enplan such that he will be available to comment on any changes to the wording of the CDNP, which can be simply agreed with MSDC provided that they are non material.

Members noted this information.

32 Progress of Mid Sussex District Plan 2017-2031

The Parish Council has submitted a response to the District Plan Inspector regarding changes to Policy DP6. The key issue was an extra clause that had been added to the policy to allow developments of 9 or less on sites which adjoin the existing BUAB (built up area boundary). This was considered to be an open ended policy allowing repeat developments of 9 dwellings to be attached to boundary which could have serious consequences for small and medium size parishes.

The Parish Council has suggested that the number not be zero as this would cause further consultation, with further delays to the Local Plan approval which is not in the community's interest, but 6 which aligns with policy CDNP05 (p).

The Examiner is expected to write to Mid Sussex approving the Plan before or just after Christmas which will give MSDC the opportunity to adopt the plan before the end of January 2018 (note added after meeting : the first possible MSDC Council meeting is on 31st January)

Initial details of the revised SHELAA (strategic housing and economic land availability assessment) have been released to the Clerk. A quick early read suggested that this would not reward those parishes who were near to or have completed their full allocation of new housing but would enable MSDC to cherry pick the sites to maximise housing development.

There was no mention of neighbourhood plans in the document although it is understood that will come forward with the next tranche of work to be undertaken.

Members NOTED this information.

33 Planning Inquiry into proposals for 60 and 30 new homes on land South of Hazel Close and 44 or 30 new homes on land west of Turners Hill Rd

Mr Dobson declared a personal and pecuniary interest in this matter, as he lives adjacent to the site. As this is not a decision making body, he did not leave the room.

The Chairman advised that the decision of the Secretary of State has been deferred again, and is now expected on the 25th January 2018

The Council is currently preparing a response to the last round of submissions by Wates and Gleeson's (covering MSDC22 and the status of the 5 year housing land supply)

Members noted this information

34 Report on the status of the Application DM/17/1148 for 9 new homes on land west of Turners Hill Rd

For clarity the Chairman advised that this application did not form part of the inquiry but was held by an Article 31 directive which prevents any permissions being granted until the Secretary of State had made his inquiry decision and removed the Article 31.

The solicitors for Wates have requested removal of the Article 31 but have been rebuffed by the

Secretary of State who also said that he may be minded to call in the 9. The council has agreed to write to the Secretary of State to confirm that they would support the Secretary of State should he be minded to call the application in.

Members NOTED this information

35 Planning appeals within the Neighbourhood Plan Area

The Chairman advised that there had been two appeals lodged recently in the NPA, these being:

Appeal AP/17/0063 (Application DM/17/1490) : 167 new dwellings and a new commercial business park at Barns Court (NB only the access is in the NPA).

This appeal was due to non-determination i.e. MSDC had not decided the application within the designated time period. However, it appears that there may be outstanding issues yet to be resolved, such as a Habitats Regulations report, and concerns of WSCC Highways. It was agreed at the last Planning & Highways Committee meeting that Cllrs Gibson and Hitchcock, together with the Clerk will write to the Appeal Inspector confirming the Council's objections to the proposals.

Mr Hitchcock said that increases in local housing with permission and proposals just over the border in Tandridge would need to be taken into account as the increase in traffic using the B2028 and A264 at the Dukes Head Roundabout had further increased from the previous appeal time.

These would include;

- 100 Additional car parking spaces at Haskins Nursery Snowhill(Tandridge)
- 23 new homes at Wychwood Place on B2028 (complete)
- 20 new homes North of Rowans on B2028 (application stage)
- 12 new homes at Stubbins , Down Park B2028 (application stage)
- 63 new homes at Felbridge on Crawley Down Road (approved)
- 47 new homes at Woodlands Phase 2 (complete)
- 16 new homes at Tiltwood House (started)
- 47 new homes and apartments at Clock Field Turners Hill (started)

Appeal 17/0059 (Application DM/17/1020) : 2 new 5 bedroom dwellings at Park Farm, Snow Hill.

The Chairman reported that the Planning & Highways Committee had noted this appeal, which was against refusal to permit.

36 Review of Crawley Down Neighbourhood Plan

- i) To note the process and outcome followed by Mid Sussex in the determination of Application DM/17/2570 (63 new dwellings on Crawley Down Road, Felbridge)

The Chairman said that the above application has been refused by committee in October on the basis of conflict with the East Grinstead Neighbourhood Plan, only to be retrieved by MSDC and re-presented to committee in November, which resulted in the application being approved.

The key issue for Crawley Down is that due to the state of the A264 a large amount of the traffic from the development will choose to pass through Crawley Down.

- ii) To receive and consider a verbal report on a Parish Council's briefing by Mid Sussex on 10th November. This included a statement that site allocation would be considered to a material change to an existing plan and would require the full (18 month) progress for the issuing of a new plan to be followed

It also followed that non material changes such as numbers to complement the local plan and minor wording could be settled by written correspondence between the Council and MSDC.

The intention of this Committee is to avoid major changes and concentrate on minor

change only.

The Committee agreed that the current uncertainty arising from the Call In Inquiry, the District Plan and other appeals needed to be resolved before a site allocation exercise and the subsequent effort required to replace the current NHP with a new plan was justified. The Committee agreed to recommend that the Council should **not** embark on a site allocation exercise for Crawley Down at present and would review all options when the Secretary of State had made his decision on the inquiry and the Local Plan had been adopted by MSDC.

iii) To note that the Council issued a Call for Sites in the Parish which closed on 27th October

The Chairman reported that 16 submissions had been received, although two were for the same area of land, so 15 sites in all.

Whilst details would be released in due course, the landowners and agents had not yet been notified of the process, so it would not be appropriate to do so at this meeting.

Of these 15, 6 were in Copthorne and 9 were in Crawley Down. One of the Copthorne sites is in the current SHLAA, designated "excluded". Similarly, two of the Crawley Down sites are also "excluded" in the SHLAA.

The Chairman reminded members that the SHLAA (Strategic Housing Land Availability Assessment) was being updated by MSDC and would in future be the SHELAA (Strategic Housing and Economic Availability Assessment)

The Clerk had been advised that MSDC would be liaising with towns and parishes as to what sites had been submitted in their areas hopefully before Christmas.

The Chairman advised that MSDC is updating its methodology of site assessment, and any local assessment would need to follow the same process.

As the Committee are **not** allocating sites, details regarding the return from the call for sites would not, on the advice of MSDC, be released at this time.

iv) To consider whether the Sub-Committee should propose sites suitable for small scale development of one and two bed affordable market homes within the BUAB

The Chairman reported that he and Mr Hitchcock in his capacity as parish councillor had attended an Action in Rural Sussex briefing session on Community Housing. The following report looks at how Community Land Trusts work and what they can achieve.

- 1) There are several forms of Community led housing - Community land trusts (CLTs), Co housing, Co-operative housing and Self build
- 2) We were particularly interested in CLTs

These are organisations that provide land, homes, shops, workplaces, pubs, farms and gardens. We were particularly interested in homes and potentially pubs. There are about 250 current trusts in England which have so far produced about 7000 homes. Some of the current trusts go back to the late sixties.

Anybody of like-minded people or local body such as a Parish Council can set up a CLT.

A CLT holds any assets it produces in trust for the benefit of the local community. It does not necessarily own them but can covenant permanent conditions, like resale value as a % of current market value.

At first sale and possibly subsequent sales the CLT can determine a hierarchy of eligibility; for example:

- Living within the village parish/ boundary and over 65 for down sizing or

- Living within the village parish/boundary and under 35 and entering the housing market

3) How are these activities funded?

The government has allocated £60 million per annum for 5 years to allow CLTs to set up and run projects. The funding is in its second year with £4.2 million allocated to Sussex in the current year.

4) How do we set up a CLT?

Seeking advice from an Umbrella Company such as Sussex Community Housing Hub (run by AiRS)

Governance of the CLT How it works objectives and key roles, who does what and how decisions are made

What are the specific project or projects in mind

What is required within a costed business plan to support the objectives and obtain start-up funding and future project funding?

How do we access professionals ; legal, planning, building etc. to provide supporting evidence to the costed business plan.

How do we source various streams of finance for funding schemes? e.g.

Ethical lenders and other wealthy CLT's are available

Put together a viable Business Plan and Scheme, apply for any enabling funding and make a Planning Application.

5) Keep it simple.

Do have clear and simple terms of governance.

Don't be too ambitious – start slow and build up

Don't overburden your Clients with a complicated set of do's and don'ts

Be in it for the long term to maximise benefits to your community.

Make sure that policies in your made NP don't trip you up

Following the above information several questions arose;

Where do we get the land from?

It was suggested that the small car park between Haven Gardens and the Haven Farm House was an ideal sustainable location. This could provide either start up homes or downsizing homes local to services.

It was suggested that the car parking would have to be replaced and that the area to the north of the Beckers would form an ideal overspill car parking area as was proposed early in the NP development to provide a car park and MUGA.

The chairman suggested that there was £7500 in this proposed budget for projects like this which could be used for early funding to look at possibilities.

It was proposed by Alan Brooks and seconded by Cllr Webb and agreed by all that a recommendation be made to the Planning & Highways Committee, that the Clerk be asked to investigate further the possibilities for a Community Land Trust led by Worth Parish Council

One member of the advisory committee commented that following previous problems with AiRS he would recommend that the Parish Council consider appointing alternative consultants.

At this point the Chairman proposed the suspension of Standing Order to allow members of the public to speak. This was agreed by all present.

Mr Eddie Emilio 12 Wychwood Place liked the idea of a CLT and suggested that this could also include provision for nursing or sheltered accommodation.

Mr Brooks commented on the variants proposed by Crawley Down Group for which there is a permission for a 60 bed sheltered unit on land to the east of the Dukes Head Roundabout.

Mr Hitchcock said that our basic requirement at this moment was to try and provide some homes to reduce the unmet need identified by the Neighbourhood Plan.

Standing Orders were reinstated.

- v) To note the results of an analysis of new homes in the Parish by Council Tax band as evidence of the small numbers of affordable homes to buy

Noted but not discussed in great detail. The basic finding was that the majority of new development was Council Tax Band D and above and that only 12 properties out of 208 completed in the past 3 years were within bands A to C and therefore counted towards the target for affordable homes to buy in the NHP area to meet local need.

- vi) Need to update evidence base

Not discussed

- vii) Other issues – implications of the Housing White Paper, the 2017 Neighbourhood Planning Act and the Stamp Duty changes introduced in the budget.

Not discussed

38 Date of next meeting

It was agreed that the date of the next meeting would be advised.

Meeting closed at 21.20 hrs

Chairman: _____

Date: _____