

Harberton Parish Neighbourhood Plan (HNP)

7.00pm Monday 16th May 2022 at Harbertonford Village Hall Meeting Room

In attendance: Douglas Hambly, Prana David Sprent, Sally Lougher.

Apologies: Chris Bowley

Minutes: Cat Radford

Agenda

Public Session No members of the public present.

1. **Apologies** were received as above and sanctioned.
2. **Declaration of Interests**
 - 2.1. Steering group members were reminded of the need to update their register of interests.
 - 2.2. No interests were declared on items on the agenda – No interests declared on items on the agenda.
3. **Minutes of the last meeting** of 11th April 2022 were approved as an accurate record.
4. **Housing Needs Assessment**

Members of the Steering Group had submitted responses on Housing Needs Assessment (HNA) as compiled by AECOM. The following responses had been received to queries:

- 4..1 Query delaying the HNA until 2021 Census data is released AECOM is not able to delay the production of this HNA due to a combination of the timeframe involved and our contractual obligations with Locality. While initial release of some Census data (largely national level) is expected in the next few months, granular data where we can drill down to parish level and cross-tabulate different metrics needed for HNAs is not anticipated within the next year or more. There are a few prompts in the report, especially around second homes, where AECOM suggest looking to the 2021 results. This needn't invalidate the HNA or require updating it – recent changes or trends can be reflected in the Neighbourhood Plan itself if they become available before adoption. Due to the timing uncertainty and reasons of fairness with other reports underway AECOM aren't able to delay any of them to include the new data.
- 4.2 Add detail about deposits required for Affordable Housing Tenures AECOM has now added a section outlining the calculated deposits required for each Affordable Housing tenure.
- 4.3 Number of elderly units currently in the Parish. The HNP steering group believe there are more than 14 elderly units The figure is quoted from the Housing Care website, but AECOM has now added a paragraph acknowledging that this figure may be higher. This information is simply for context and will not affect any calculations in later sections of the report.
- 4.4 Lack of references to 2018 HNA and 2015 Housing Survey. These were not included originally because:
 - (2018 HNA) The report relies on a lot of the same data (2011 Census) that AECOM used in its report – in most cases these will not need repeating. However, a couple of references to the HNA have now been included to comment on whether or not the AECOM HNA confirms the 2018 HNA's suggestions that affordability and second homes will have the biggest impact on housing need in the area.
 - (2015 Questionnaire data) Apologies were given and a request for the data to be resent. The Clerk has now forwarded this for inclusion and reference has now been made throughout.
- 4.5 Use of holiday home/let/second home terminology. AECOM has now included definitions that will hopefully clarify the chapter.

Members of the steering group agreed to the reasons given for not delaying the HNA to wait for the 2021 census data.

It was agreed that Prana would contact South Hams District Council to confirm the number of elderly units is correct.

It was agreed that the steering group would like to see a copy of the most recent draft HNA before it goes to Locality for approval.

5. Consider Call for Sites Process and Proforma

The Steering Group discussed the draft call for sites as prepared by Prana.

5.1 Call for sites guidance notes

The following matters were discussed:

- The indicative figure that meets demand within the Parish.
- Section 106, Community Infrastructure Levy and potential changes to the Infrastructure Levy under the Levelling Up white paper.
- Reference to the number of bedrooms appropriate to the Harberton Parish.

It was AGREED that all figures and references with the call for sites document should be cross referenced with the Housing Needs Assessment and policies within the current draft plan. Members of the Steering Group each took an area to check and report back to Cat by 7th June 2022.

ACTION: DAVID to check recommendations on house size.

ACTION: SALLY to check references to affordable housing.

ACTION: CAT to check scale of development

ACTION: DOUGLAS to check references to Climate Change

ACTION: PRANA to check references to parking density and to check references to the village 'boundary'.

ACTION: CAT to compile research and send along with draft Call for Sites to the Neighbourhood Planning Officer at South Hams District Council on 9th June for guidance on completion.

5.2 Call for Sites Questionnaire

It was discussed whether a long form might put off landowners in proposing sites for inclusion. It was suggested that a shorter form could be circulated to garner interest and a longer form be completed in a second phase.

It was suggested that the questionnaire should ask questions about house sizes to be developed on a plot, and the percentage of affordable housing that could be expected from the site.

6. Actions before next meeting

See notes.

7. Date of next meeting

It was AGREED to bring the next meeting forward to Monday 13th June 2022.