

Little Milton Neighbourhood Plan Steering Group
Minutes of meeting held on 18th October 2016 at 27 Chiltern View

Attendees

Barry Coward (Parish Councillor) - Chairman
Ian Dennis (Resident)
Mike Holifield (Resident)
Bertie Bright (Parish Councillor)
Jan Phillips (South and Vale Housing Development Officer)
Raymond Fergusson (Parish Clerk)

1. Apologies

The Chairman informed the meeting that apologies had been received from Kate Daunt and, Elizabeth Swabey-Collison.

2. Minutes of last meeting

The minutes of the meeting held on 5th October 2016 were accepted as true record of the meeting

3. Affordable Housing

The Chairman welcomed Jan Phillips, South and Vale Housing Development Officer to the meeting and invited her to address the meeting on affordable housing matters. Jan outlined the elements of Policy CSH3 of the SODC Core Strategy adopted in December 2012. These were

- Requires 40% affordable housing to be delivered on sites of 11 or more units
- A tenure mix of 75% social rented and 25% intermediate housing (usually shared ownership)
- The affordable housing should be distributed evenly across the site and should be mixed with the market housing
- The affordable housing is secured within the S106 legal agreement which also includes the requirement for the homes to be allocated in line with South Oxfordshire's Allocations policy
- The Allocations Policy does enable up to 20% of the affordable rented units on a new build site, on first letting only, to be allocated to people with a strong local connection- provided this will result in whole units
- The housing should meet required standards and should be of a size and type which meets the requirements of those in housing need.

Jan explained the principles of Rural Exception sites. A Rural Exception site is a site where residential development would not normally be allowed under Core Strategy Policy CSR1 on the basis that there is a proven need. In addition, the planning permission will require that people with a strong connection to the village will have a priority for the homes in perpetuity. The tenure mix between rented/shared ownership on a Rural Exception site will depend upon the results of the village survey rather than the usual tenure split required on other sites.

Jan explained that the overall housing need was determined by the 2014 Strategic Housing Market Assessment (SHMA) and the results of the Housing Needs Assessment.

There was a brief discussion on the nature of current affordable housing developments and this affirmed the requirement that Jan referred back to the overall policy principles where there was

requirement for the affordable houses to be mixed with the market housing and to meet the necessary space requirements.

Finally Jan explained that the South had 3 Housing Officers and the Vale had 2 Officers who administered the Policy determined by the District Council and the Housing Associations managed the actual housing stock.

The Chairman thanked Jan for her contribution and she left the meeting.

4. Matters arising

The Chairman reported that he had spoken with Peter Canavan, South and Vale Planning, who reported that he had not heard back from Natural England about their comments regarding the Strategic Environment Assessment although it is assumed that one will not be required for our plan.

The Chairman also stated that the £5000 grant should be paid to the Parish Council in the near future.

The Chairman indicated that SODC hoped to recruit a resource to support Neighbourhood Planning quite soon.

The Chairman referred to the recent report that the Oxfordshire Growth Board had agreed the allocation of the Oxford City unmet housing need. It now appears that South Oxfordshire District Council have not accepted the increased allocation of 1200 dwellings.

5. Village Survey

The Chairman confirmed that the current draft of Village Survey incorporated the comments that had been made by Simon Purfield and those made by the Steering Group at the last meeting. He stated that the Parish Council had approved the survey at its meeting on 12th October 2016. The Steering Group agreed that the Survey, subject one small change, could be progressed by Stratford District Council. The Chairman outlined the likely timetable and it is hoped that printed questionnaires should be available at the next meeting on 1st November. The Chairman reported that he had prepared a sheet for distributors that could be used when distributing questionnaires.

6. Progress on consultation to date

The following was the progress on a number of areas that had been identified

1) Little Milton School

Ian Dennis reported that he had met David Wakeling, a School Governor, to explore the impact of any School plan on development and also to assess the impact of any development in the village on the School. Ian circulated a summary of his consultation to members present but in summary the School had no plans for re-development except for refurbishment/replacement of existing classrooms. There were no plans to change sites. It was also unlikely that any future development within the village would impact significantly on the School.

2) Farms/Warren Barn

Mike Holifield reported that Ditchend Farm was subject to probate and it a more detailed discussion could take place once that is concluded. However he highlighted that the site had a significant level of asbestos present but could be a possible site for potential employment if the existing units were converted. A key question would be the cost of preparing the site for future development and whether there would be an adequate level of return.

Mike reported that he had spoken with the Emmett Bros who had confirmed that they had no plans to for expanding the light industrial units at Warren Barn

There was a discussion on possibly consulting Charles Peers at Views Farm. The current employment sites are beyond the two cottages are in Great Milton. It was agreed that Mike would not make any enquiries.

3) BBOWT

Barry confirmed that BBOWT cannot develop any buildings on BBOWT land except in the farm yard area.

4) Thames Water

Barry reported that he had a contact with Thames Water and had received some standard wording that could be incorporated into the Plan.

5) Little Milton Shop

Bertie suggested that as he has been unable to discuss the matter with the Shop Manager that he produces a statement based on his understanding as an ex-committee member. This may need to be validated by the Chairman on the Shop Committee.

6) Morgan Associates

Bertie explained that he has been unable to have a meeting with Susie Morgan but he is still pursuing the matter.

7) SODC Affordable Housing Team & Housing Associations

Barry had previously confirmed his contact with the relevant Housing Associations and the attendance of Jan Phillips at the meeting tonight delivered a positive relationship with the SODC Affordable Housing team.

8) The Lamb

Elizabeth has indicated that the owners of The Lamb are considering a modest extension and will update the meeting in due course.

9) BT Openreach/SSE

Raymond reported that he had spoken to both Openreach and SSE and he explained that both bodies have a duty to provide the necessary connection to any new dwellings. This would be the responsibility of the developer in the first instance to liaise with the utility companies to establish the need.

10) Morland House Surgery

Barry reported that Morland House did not envisage any problems in providing the necessary services to a modest increase in dwelling within Little Milton. What is perhaps unclear is the cumulative effect of increased housing within the overall catchment area of Morland House.

11) Landowners other than farmers

Barry asked the Steering Group to consider the idea of contacting landowners, other than farmers, who may have land available for future development. This was discussed quite carefully and it was concluded that it would be inappropriate as a Group to make the approach as it could be construed that it was actively seeking land for development. It was also felt that as there was no intention to identify sites for future development this was an unnecessary action.

12) Any other

There was a brief discussion on the Orchard Pre-School and it was concluded that having just renewed their lease with the Parish Council it was unlikely that their development needs would change and any increases in future dwellings would have no significant impact on them.

7. Consultation with Parish Council re Community Infrastructure Levy priorities

The Chairman stated that the Parish Council had received a report in the broad terms of SODC policy on Community Infrastructure at its meeting on 12th October 2016. The Council were not in a position to identify any specific priorities within policy. However this may become clearer over the coming months although the amounts of CIF available may be quite small at one point in time as development may be spread over a period of time.

8. Background documents

The Chairman explained that he felt it appropriate to build a number of specific reference documents that would provide the underlying evidence for the Neighbourhood Development Plan and that these documents would be available on the website. He circulated a schedule that detailed the document and its content and its current status of completeness.

The Chairman stated that most of the farm land within the parish outside the flood plain was of grade one/two status and that he was seeking information from Natural England.

The key documents that will be held as supporting evidence are:-

Baseline information

Planning factors

Environmental appraisal

Village character

Sustainability & Capacity

Planning history

Housing Needs Assessment

Land suitability

9. Agreeing environmental priorities

The Chairman stated that the Group would need to agree the environmental priorities as part of the plan and suggested they could include protection of the Green Belt, BBOWT, preserving the character of the village.

10. Any other business

The Chairman explained that the current National/District policies were difficult to track as there were a number of existing Policy Documents from SODC Core Strategy (Adopted in December 2012); brought forward policies from SODC Local Plan 2011 (Adopted in January 2006) as well as the National Policy Planning Framework. The Neighbourhood Development Plan must include a statement of the various national and local plan regulations as well as number of other legal documents to ensure that the plan is within the existing policies. The Chairman has sourced a document that provides the necessary cross-referencing of the relevant National/ District Council Planning policies.

11. Next meeting

The next Steering Group Meeting will be held on Tuesday 1st November 2016 at 7.30 p.m. at 29 Chiltern View.