

**Draft Minutes to be formally approved at the meeting of the Steering Group on Monday 18<sup>th</sup> February 2019.**

**Tywardreath & Par Neighbourhood Plan (NP) Steering Group (SG)  
Minutes of meeting held on 21.01.19.**

**Present:** Cllr David Hughes (DH), Cllr John Page (JP),  
Cllr Roy Taylor (RT), Alison White (AW), Cllr Adrian Wildish (AWi) Cllr Caroline Wildish (CW)

**Apologies for absence:** David Quoroll, Cllr Jordan Rowse

**In attendance:** Andrew George, Director, Cornwall Community Land Trust

| Item | Discussion notes   | Who? Action? By when?              |
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| 1.   | <p><b>Minutes from last meeting held on 21.01.19.</b><br/> <b>Adoption of minutes.</b> All present approved the minutes. The minutes were adopted.</p>   |                                    |
| 2.   | <p><b>Matters Arising</b><br/>           AW reported that Andrew Prendergast, CC Rural Housing Enabler, who was due to speak at the meeting, would not be attending, as he is soon to leave this post. Questions emailed to Andrew have been passed on to Sam Nicholson of the Affordable Housing Team (AHT).<br/>           The Parish Council has discussed writing a letter in support of the North Coast Cluster Group's call for a county wide conference about the housing situation: and is considering how best to respond to the Crantock situation as part of this.<br/>           Sonia Clyne of Par Bay Big Local has approached AW asking for the NP SG's feedback as to the impact of Par Bay Local on community activities, including that of the NP SG. If any member of the SG is willing to collate written responses, please let AW know. Otherwise AW will email round the associated documentation and collate a response on behalf of the group.</p> | <p><b>All to note<br/>ASAP</b></p> |
| 3.   | <p><b>Funding</b><br/>           DQ is in liaison with Chris Bowden of Marketing Means and has made a first stage payment for the Residents' Questionnaire.</p>  |                                    |
| 4.   | <p><b>Focus Group Reports:</b> Activity since the last meeting has focused on two areas; the Residents' Questionnaire and the Housing Need Survey Report.</p> <p><b>Community Engagement</b> has ensured wide-spread publicity about the Residents' Questionnaire. Posters went up throughout</p>  |                                    |

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|  | <p>the Parish in Parish Council notice-boards in Tywardreath, in Par and on Tywardreath Highway as well as areas such as Polmear Parc and Kilhallon. We targeted places where people gather and walk including the Post Office, Par Health Centre, Glenclyffe Community Garden, Cornubia Hall, St Andrew's Church noticeboard, Lanescot, Par Beach and St Andrew's Road Pond and Nature Reserve. Residents were also prompted to complete the Questionnaire via update postings on Facebook and Tywardreath School newsletter. Given that the Questionnaire was delivered by Royal Mail to every household in the Parish, we are confident it would have been hard to miss!</p> <p>As of 21.01.19. Marketing Means has received 310 questionnaires by post and 42 online, so in total 352. This equates to a 23% response rate so far, which is considered to be a good rate of response and is higher than other surveys we have carried out. There are a few last-minute questionnaires still trickling in. We did have a few comments from those not resident in the Parish saying they would have liked the opportunity to complete the Questionnaire; and we re-directed them to the appropriate NP area.</p> <p>AW has been focusing on the Housing Need Survey Report, so the re-organisation of the Neighbourhood Plan pages on the Parish Website has been put to one side at the moment. However, SG members are reminded that AW is considering laying out the documentation along the lines of the Fowey NP site and comments on this would be welcome.</p> <p><b>Business and Employment</b><br/>The Business and Employer Survey Report is still to be written, though all the results are in. The Focus Group is intending to meet to discuss the results and start drafting a report in February. Bruce Goodwin of Toyne's House (Caravan site) has offered to contribute from a tourism perspective and will be meeting with Andrew Green, CW and AW.</p> <p><b>Health and Wellbeing</b><br/>We already have plenty of evidence from the Blue Green Workshop last year, so we will be looking at <b>Health and Wellbeing</b> issues once the results are in from the Residents' Questionnaire.</p> <p><b>Environment and Heritage</b><br/>DH has drawn up a draft Land Use Classification Map for the Parish in conjunction with John Brinkhoff of Cornwall Council, Mapping Section. DQ has been mapping the views. Becky Hughes has also offered to help with mapping as far as time allows.</p> | <p><b>All to note</b></p> <p><b>Bus and Emp Group</b><br/>Survey report on-going</p> <p><b>Env. and Her. Group</b><br/>Mapping on-going</p> |
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|  | <p><b>Housing and Development</b></p> <p>DH, DQ and AW have spent an inordinate amount of time in meetings and email communication working on the draft Housing Need Survey Report v 1.6., as drawn up by the Affordable Housing Team (AHT) at Cornwall Council. After the initial proofreading stage, DQ noted that the analysis was lacking and appeared unbalanced in places. So, we formed a working party to look into this in more depth.</p> <p>It appears that the report is based on a template, but in parts our Parish is not a “good fit” for this. Among other things we noted that the report focused on the responses to Part 2 of the Questionnaire which concerned only those in “housing need”. The vast majority of data relating to Parts 1 and 3 was ignored; and there was no context provided as background e.g. the fact that Cornwall Council is already projecting a surplus of 211 houses above the 2030 target for this Community Network Area, not including recent planning permissions granted such as the one for 46 houses in Fowey. DH also said that recently housing targets for Cornwall have been revised down at national level. Responses from Cornwall Housing as regards the compilation of Homechoice data has raised further concerns, as indeed has the ongoing media coverage of Crantock area planning decisions. Consequently, we have used the Cornwall Council report as a base and built on it to include much more analysis which has resulted in a more balanced report in our opinion. We will be meeting with Sam Nicholson (our HNS report contact) and Nick Mason of the AHT to discuss our report and agree a way forward on Tuesday 29<sup>th</sup> January 2019. The meeting will be held in the education room at Milo’s on the first floor, starting at 10.00 am. If any members of the Steering Group wish to attend, they are welcome, but please ensure that you bring along your own copy of the Housing Need Support version 1.7 which was circulated last week. Please note that we are not providing refreshments. The AHT officers will also be responding to the questions which were emailed to Andrew Prendergast, CC Rural Housing Enabler.</p> <p>Clearly the Parish context is important when considering planning for development. Information, including the extract below, on the number of social housing homes in the Parish is to be found at: <a href="https://www.cornwall.gov.uk/housing/housing-strategy/housing-intelligence/social-housing-stock/">https://www.cornwall.gov.uk/housing/housing-strategy/housing-intelligence/social-housing-stock/</a></p> <p>“The dataset includes the main housing associations/private registered providers in Cornwall, however there is stock held by other providers which is not shared.</p> <p>Social Housing Stock Estimates for Cornwall in 2017 were 31,600, therefore this data represents 87% of the social housing</p> | <p><b>Hous.<br/>and<br/>Dev.<br/>Report<br/>ASAP</b></p> |
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|  | <p>stock in Cornwall.</p> <p>Parishes have been assigned using National Statistics Postcode Directory (November 2018) which joins the population weighted centroid of a postcode to the parish. Parishes and postcodes do not align so there may be occasions where homes are assigned to neighbouring parishes, although this will be a small number of cases.”</p> <table border="1" data-bbox="300 521 1182 790"> <thead> <tr> <th colspan="2"><b>Tywardreath and Par Parish ( 2017)</b></th> </tr> </thead> <tbody> <tr> <td>Total properties subject to Council Tax (including exemptions)</td> <td>1532</td> </tr> <tr> <td>Cornwall Housing Ltd.</td> <td>1</td> </tr> <tr> <td>Ocean</td> <td>51</td> </tr> <tr> <td>Total (estimate)</td> <td>52</td> </tr> <tr> <td>% Social Housing (estimate)</td> <td>3%</td> </tr> </tbody> </table>  | <b>Tywardreath and Par Parish ( 2017)</b> |  | Total properties subject to Council Tax (including exemptions) | 1532 | Cornwall Housing Ltd. | 1 | Ocean | 51 | Total (estimate) | 52 | % Social Housing (estimate) | 3% |  |
|--|---|---|--|--|------|-----------------------|---|-------|----|------------------|----|-----------------------------|----|--|
| <b>Tywardreath and Par Parish ( 2017)</b>                      |   |   |  |  |      |                       |   |       |    |                  |    |                             |    |  |
| Total properties subject to Council Tax (including exemptions) | 1532  |   |  |  |      |                       |   |       |    |                  |    |                             |    |  |
| Cornwall Housing Ltd.  | 1   |   |  |  |      |                       |   |       |    |                  |    |                             |    |  |
| Ocean  | 51  |   |  |  |      |                       |   |       |    |                  |    |                             |    |  |
| Total (estimate)   | 52  |   |  |  |      |                       |   |       |    |                  |    |                             |    |  |
| % Social Housing (estimate)                                    | 3%  |   |  |  |      |                       |   |       |    |                  |    |                             |    |  |
| 5.   | <p><b>Andrew George, Director, Cornwall Community Land Trust</b></p> <p>DH welcomed Andrew George (AG) to the meeting. It was noted that of the 6 NP SG members present, 5 are also Parish Councillors, including CW who is Chair of Tywardreath and Par Parish Council. In his introduction, DH talked about the constraints for Housing and Development in the Parish, not least as much of the area is in Flood Zone 3. Elsewhere, there is limited land available, because of the rural nature of the Parish which means that many areas do not meet the sustainability criteria. Within the Parish, there is a relatively low turnover of residents. The 2005 Parish Survey found that 30% of residents had been born in the Parish; a further 25% had been born in a neighbouring Parish and many residents from further afield had lived here for many years, all of which promoted social cohesion. Results from the recent Housing Need Survey, carried out by Cornwall Council in May 2018, suggest that many residents are likely to support an affordable-housing led development which includes both homes for rent and purchase, providing any such development meets the needs of people with a primary “local connection” to Tywardreath and Par Parish. Few residents support the building of homes for sale at Open Market prices. This suggests that residents in Tywardreath and Par Parish may well oppose any development which includes homes for sale at Open Market prices in a bid to cross-subsidise Affordable Housing.</p> <p>Andrew George’s presentation about Cornwall Community Land Trust (CCLT) is attached. There were many points of interest, not least the fact that Community Land Trusts (CLTs) do not operate entirely according to the same strictures or regulations as Housing Associations (which primarily focus on rented property,</p> |   |  |  |      |                       |   |       |    |                  |    |                             |    |  |

also known as social housing, for people on low incomes). In Cornwall, the allocation of the core stock of former 'Council' homes managed by Housing Associations is primarily allocated by the housing need band to which the applicant has been allocated. Cornwall Housing determines the housing need band as part of the registration process for the Homechoice Register. Although applicants are also asked to indicate the Parish to which they have a primary "local connection", this carries considerably less weight. Applicants can bid for properties anywhere within Cornwall. Consequently this means that, for example, an applicant in Band A for housing need will take priority over others who may have a primary "local connection", but who are been placed in a lower housing need band.

CCLT recognises that the housing need banding system operated by Cornwall Housing in respect of the Homechoice register does not always reflect the needs of those living in rural areas. All the schemes with which CCLT has been involved to date include Section 106 agreements which ensure that "local connection" applicants have top priority. By way of example of what can be achieved with a Section 106 agreement, AG made reference to a CCLT development in Rame, West Cornwall, a year ago where 15 out of the 16 homes went to people with a primary "local connection" to the parish and the 16<sup>th</sup> home was allocated to someone from a neighbouring parish.

The role of the community in generating interest and the impetus to see such developments through cannot be underestimated. CCLT is one of a number of Community Land Trusts; and CCLT can play a lesser or greater role in the process, according to the amount of work that any local community working group is able and willing to do. Such groups may be Parish Council led, but not necessarily. In one case, CCLT worked with a school-based group. There are 2 directions which such groups can take. Either the group takes control and manages the process which includes registering on their own behalf or CCLT can take the risk on behalf of the community and manage the process (as indicated in the attached presentation). Often, CCLT secures initial funding for pre-application research. They may then issue a call for land to identify which landowners may be interested in coming forward and investigate whether the land is suitable and potentially available at a price, which would make a housing development viable. Given that the aim is to keep costs as low as possible, the homes are often built on rural exception sites, as defined under Policy 9 of Cornwall Local Plan.

AG explained that CLTs normally secure an "asset lock" in the form of retaining ownership of the land on which homes (or other assets) are built. Therefore home occupants/owners/renters pay a small ongoing management fee/ground rent. This ensures that

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|    | <p>CLTs have more effective oversight regarding Section 106 conditions, for example, and the terms and price at which homes might be sold if applicable. Policy preference for CLTs is to build houses which meet the needs of local people and which remain affordable in perpetuity. It should be noted that at present CLTs are not required to provide a Right To Buy to occupants, so affordable houses to rent are not sold off to tenants. However, government policy could change in this area. Indeed, CLTs are currently in discussion with the government about houses sold as leasehold. This type of arrangement is under review nationally, but CLTs are hoping the case for CLT built homes to be exempt from any changes in this respect is successful.</p> <p>DH thanked AG for his extremely interesting and informative presentation. A general discussion then ensued, which included mention of the fact that Lostwithiel makes reference to CLTs in their NP.</p> |                    |
| 8. | <p><b>Date of next meeting/s and draft agenda</b><br/> <b>Agenda for next meeting</b><br/> Members are requested to send any other items for the agenda to AW before 8<sup>th</sup> February, so that the final agenda can be posted on the Parish website well in advance of the meeting.</p> <p><b>Reports for next meeting</b><br/> Members are requested to send Focus Group reports for the meeting to AW by Thursday 14<sup>th</sup> February, so that they can be circulated in advance of the meeting.</p>  | <b>All to note</b> |

**The next meeting will be held on Monday 18<sup>th</sup> February 2019**

starting at 7.00 pm at Cornubia Hall, Eastcliffe Rd., Par PL24 2AQ

Please note that meetings of the Tywardreath and Par Parish Neighbourhood Plan Steering Group are normally held on the 3<sup>rd</sup> Monday of the month, unless otherwise indicated above.