

# **TARRINGTON NEIGHBOURHOOD DEVELOPMENT PLAN**

## **STEERING GROUP**

### **Minutes of the Meeting of the Steering Group held on Tuesday 19<sup>th</sup> May 2015 at 7.30p.m. in the Lady Emily Community Hall, Tarrington**

#### **1. Members Present**

(in alphabetical order)

Anthony Bush, Paul Butler, Maggie Daron, Jeannette Forrester, Robert Hodges, Veronica Hodges, Ian Howard, Trevor Kerr, Sandra Langford, John Tallis (Chairman), Janette Ward and Edward Watkins

Tarrington residents Jane Bishop, Anne Bush, Terry Davies, Bob Francis, Rob Nayler, Janet Pierce, Stuart Pinfield, Helen Roberts, Philip Stock and John Wainwright were also present.

#### **2. Apologies**

There were no apologies.

#### **3. Declarations of Interests**

Philip Stock (landowner) declared an interest. John Tallis stated that he and others present who lived alongside the various sites had an obvious interest though not a direct financial one.

#### **4. Minutes of Last Meeting**

The minutes were agreed as a true and accurate record with one correction. This was made concerning the inserted document of the minutes of the meeting with Rupert Foley held on 9<sup>th</sup> April 2015. R. Foley has sent an email message to M. Daron and J. Tallis which clarifies the Stoke Edith Estate's proposal for a development in the region of 25 houses:

*'The inserted document on 9<sup>th</sup> April says I put forward a proposal for 45 houses on the field between The Vine and Church View. The first I heard of 45 houses was at the meeting and I did not propose the grass field should accommodate that number. Until that meeting, I had been operating on an assumption of about 30 houses in total and I was told that the 45 figure is the new target/maximum. I have since been told that it is in fact a minimum for the Core Strategy.'*

*The Estate's site may accommodate in the region of 25 houses which corresponds to what was discussed when we had the original housing target.'*

#### **5. Matters Arising**

J. Tallis met with Dave Tristam from the Herefordshire Council Grants Team on 17<sup>th</sup> April.

Sam Banks has completed the updated Environmental Assessment which was sent to all members of the Steering Group prior to the meeting.

## 6. Chairman's Report

J.Tallis explained that the consultation period regarding the modifications to Herefordshire Council's Core Strategy ends on 22<sup>nd</sup> May and it is therefore still subject to possible change. The Tarrington N.D.P. needs to be in broad conformity with the Core Strategy but a number of exchanges with Sam Banks have taken place since the last meeting that will enable the group to continue our work while we continue to wait for the adoption of a Herefordshire Core Strategy. The group has been supplied with the potential indicative proportional growth figures (see the next agenda item) which are especially helpful.

The need for the Tarrington N.D.P. to include robust, defensible policies remains a priority and, to this end, J.Tallis has been recommended three planning consultants who could help the group to complete the N.D.P. process. A further grant of up to £8,000 is to be made available to N.D.P. steering groups with the caveat that the money must be spent within a six month period so it would be wise to have an accurate calculation of the costs attached to paying for additional professional support together with a reasonable time frame.

M. Daron attended a meeting in the Kindle Centre chaired by Chris Gooding from Data Orchard on 24<sup>th</sup> April. The meeting provided an opportunity for Sam Banks and other members of Herefordshire Planning Department to discuss the modifications of the Core Strategy with representatives from Parish Councils and N.D.P. Steering Groups. Minutes of the meeting were emailed to all members of the Steering Group.

M. Daron agreed to send some documents referred to in the minutes of meetings to other residents on the email mailing list together with the minutes of meetings.

## 7. Indicative Proportional Growth Figures – the numbers confirmed

A.Bush explained to the group the latest figures prepared by Herefordshire Council Planning Department in response to the need to increase the numbers allocated to some parishes in line with the modification of the Herefordshire Core Strategy. The table reads as follows:

*The table below indicates the potential indicative proportional growth for your parish in accordance with the proposed Modification MM036.*

Parish/ Group	Settlements in fig 4.20 and 4.21	Number of households in parish	% growth in Local Plan Core Strategy	Number of new houses required to 2031	Housing Completions 2011 – 2014	Housing commitments as at 1 <sup>st</sup> April 2014	Total housing remaining
Tarrington	Tarrington; Little Tarrington	241	18	43	1	10	32

- *The baseline year of the Core Strategy is April 2011 and this is the date which has been used to calculate proportional growth figures. These statistics are based on the Local Property Gazetteer (April 2011). This calculation accurately reflects parish boundaries.*
- *For group parish council areas/neighbourhood areas, it is only the parish totals in which the RA2 settlement sites which have been used.*
- *Commitments (planning permissions granted) and houses which have been built between April 2011 and March 2014 have also been provided in the table above. You will see that this amount has been discounted from the revised indicative target.*

The number of new houses which has been allocated to Tarrington Parish is therefore 32 but it is permissible for this number to be further reduced by considering historical and projected ‘windfall’. This is the number of houses which are not part of any unitary plan but are likely to be built (subject to planning approval) on unspecified small sites in the period leading up to 2031.

## **8. Windfall numbers – Historical and Projected**

In order to calculate a reasonable number of houses which can be included in the Tarrington N.D.P. as ‘windfall’, the following information, supplied by Herefordshire Council, was considered:

*‘Historic windfalls from 1996 to 2011 for Tarrington have been supplied by Herefordshire Council. The number, for the 15 year period, is 43 or 2.87 a year. In projecting windfalls forward the 43 should be heavily discounted. The suggestion is 20-25% of the historical number that is, between 8 and 10.’*

This figure of 8 to 10 was further explained in an email sent to J. Tallis by Sam Banks:

*‘The historic windfalls are presented to give you a comparison between proportional growth figure now and that which has taken place before. It helps to place the figures into perspective for many parishes. By producing a plan the intention is that it is positively prepared and the windfall figures should be reduced in favour of planned allocations.’*

*The historic figure would have included the development at Pound Close and in fact everything which has been built in the parish during the last two planning periods as there were no allocations within the Malvern Hills or the UDP for Tarrington.’*

As a result of sharing this information, the group concluded that, although the numbers are only indicative, the Tarrington N.D.P. should allocate a site for between 22 and 24 houses and allow for a further 8 to 10 properties to be allocated as ‘windfall’.

## **9. Discussion**

The discussion which followed the above reports involved both members of the Steering Group and other residents who were present at the meeting. A. Bush referred to the relevance of a housing needs survey which can be located on the Herefordshire Council website; J. Forrester emphasised the importance of using the levels of growth identified by the Core Strategy; J. Tallis stressed the need for policies to reflect the need for development and J. Ward said that a third of the properties on the key site should be affordable. The point was also made that the majority of the village residents did not

want development but, if there has to be some, it should be affordable and the emphasis should be on supplying two or three bedroomed properties for young families. Those present were reminded that the preference for the placement of new dwellings in the field behind Church View is evidenced in the results of the Consultation Open Day and it is also the site identified on the SHLAA which, when updated, will inform the planning process. Questions were asked regarding the significance of the possible change in the Core Strategy regarding the development of RA2 land as, when residents selected possible sites for development at the Consultation Open Day, many presumed that the site in Garbrook was less likely to receive consideration. The answer to this and other questions will be best answered following the adoption of the revised Core Strategy.

## **10. Future Programme Priorities**

A. Bush suggested that a suitable priority for the group was to read the information regarding the analysis of possible sites and the site submission forms contained within the Herefordshire Council Neighbourhood Planning document - Guidance 21. It was suggested that members of the group could try to complete one or more site submission forms based on knowledge we already have about certain sites. It is important for the group to show evidence for why some sites are considered to be more suitable for development than others whilst being mindful of the fact that contacting all landowners in the parish could raise unrealistic expectations. J. Tallis requested that anyone who completed this task should give him the site submission forms before the next meeting. Questions were asked regarding why we weren't considering all sites in the parish, including those in Durlow and other areas further away from the village. R. Hodges explained that a site needs to be able to demonstrate sustained development and there were many constraints to building in open countryside (RA3 land). Planning permission would not be granted for new developments. Only occasionally would a property in RA3 land be given planning permission (eg. a barn conversion). Such properties would be accounted for in the windfall number.

## **11. Data Orchard Report**

Following the meeting she attended at the Kindle Centre, M. Daron was sent a copy of proposed modifications to the Herefordshire Core Strategy, prepared by Data Orchard. She shared the document with the group as Bill Bloxsome had asked if the Tarrington Steering Group would approve their suggestions. Members of the group agreed with the document for the most part but were unsure about the sentence that read 'Sites should be located within or adjacent to the main built up area.' It was thought that this policy did not correspond with the Council's latest proposal to make RA2 land more accessible for development. M. Daron said that she would email Bill Bloxome to report that the Tarrington Steering Group could not agree with the document for this reason.

## **12. Environmental Assessment**

M. Daron circulated this document to members of the Steering Group with the meeting's agenda. It is a long document and M. Daron recommended that the group should read it with a view to discussing the contents at the next meeting.

## **13. Planning Consultant Recruitment**

The three consultants who have been recommended to J.Tallis are David Nicholson, Claire Rawlings and Sally Tagg. It was agreed that they would be invited to the Lady Emily Hall on Thursday 21<sup>st</sup> May for three separate meetings with J.Tallis, R.Hodges, A.Bush and M.Daron with the intention of appointing one of the consultants to support the completion of the N.D.P. process.

#### **14. Budgetary Costings for Grant Applications**

Following the consideration of quotes supplied by the consultants, J.Tallis will be in a position to apply for a grant to match his time table, leading to the completion of the N.D.P.

#### **15. Allocation of Tasks and Actions to be Completed Before the Next Meeting**

<b>ACTION</b>	<b>PERSON/PEOPLE RESPONSIBLE</b>
Read the updated Environmental Assessment	All Steering Group members
Meet with Planning Consultants on Thursday 21 <sup>st</sup> May with a view to Recruitment	John Tallis Robert Hodges Anthony Bush Maggie Daron
Complete one or more Site Assessment Forms (see Neighbourhood Planning Guidance Note 21) and give to John Tallis before the next Steering Group Meeting.	Any Steering Group members who would like to complete this task

#### **16. Date for Next Meeting**

The next meeting of the Steering Group will be held at 7.30p.m. on Tuesday 7<sup>th</sup> July 2015.

Please note that this date is a week later than the date suggested at the meeting.