

Compton and Shawford Parish Council Meeting 2<sup>nd</sup> July 2013

1. The following notes from a meeting held on 18<sup>th</sup> June 2013 describe current progress and issues with regard to the rural affordable housing initiative under consideration for the Parish of Compton and Shawford.
2. The Parish Council is asked to note progress and comment as appropriate.
3. As at previous meetings there will be an opportunity for members of the Parish to comment.

Cllr Angela Jeffrey  
28<sup>th</sup> June 2013

NOTES OF COMPTON AND SHAWFORD PARISH COUNCIL AND HARAHA MEETING HELD ON  
18<sup>TH</sup> JUNE 2013

1. Present:- Una Stevens, Chair, Compton and Shawford Parish Council, Cllr Angela Jeffrey, Mags Wylie, HARAHA; Debbie Rhodes, Winchester City Council; Christopher Buchan-Hepburn, Hyde Housing; Caroline Egan, Hampshire County Council.

2. Purpose of the meeting

It was confirmed that the purpose of the meeting was to discuss current issues and note progress to date with options for sites for rural affordable housing in Compton and Shawford. All Compton and Shawford councilors had had the opportunity to input into the Agenda for the meeting and their points had been included for discussion, comment and action as appropriate.

It was agreed that the notes of the meeting would be available for comment at the next meeting of the Parish Council due to be held on Tuesday, 2<sup>nd</sup> July.

3. Availability of Sites

It was confirmed by Caroline Egan, HCC that HCC were still committed to releasing land to support this rural housing initiative.

4. Housing Need

Clarification was sought concerning the current, (as at June 2013), number of people on the housing register and those eligible for rural affordable housing in the parish.

Debbie Rhodes confirmed that there are about 3,500 individuals on the housing register for WCC. Of these, 27 applicants have a local connection to Compton and Shawford Parish.

A summary of bands and criteria is attached to these notes. Most applicants fall into band 3, medium priority. 18 of the 27 applicants with a local connection to Compton and Shawford in November 2012 were in band 3.

The new allocations scheme no longer includes band 5. Applicants who currently fall into this band will be reassessed in accordance with the new policy from September 2013 and will be told if they no longer qualify to be registered. It is possible that the 6 applicants with a local connection to Compton and Shawford who were in this category in November 2012 may not be eligible after September. However, it is expected that the other 21 applicants will remain eligible.

DR advises that it would be worth reviewing the number of applicants with a local connection to the Parish on the housing register in October to ensure an appropriate plan is made for the right number of homes to be built. DR is of the view that it is still appropriate to plan for 8 to 10 homes, as this would only meet about half the registered need.

Action: DR

### Verification of local connection

Clarification was requested in relation to the verification process for ensuring that the stated housing needs are accurate.

At the time of application to register, the local connection details of an applicant are checked but not verified. The verification process is undertaken when an applicant 'bids' for a property. All dwellings on exception sites are restricted to applicants who meet the local connection criteria agreed with the Parish Council through the Section 106 agreement. They cannot 'bid' for a property unless they have the required local connection. Once bids have been received, the allocations team at WCC undertakes a robust verification of the local connection.

Applicants must provide documentary proof of their local connection and the length of the connection. Such documents requested include:

- Tenancy agreement showing name, address and date residency commenced
- Letter from mortgage company or mortgage completion statement showing name, address and date property purchased
- Utility bills or phone bills showing name, address and dates covering period of residency
- Bank/credit card statements showing date and address
- Marriage/full birth certificates showing date and area /address of applicant
- School reports /letter from school
- Insurance documents with date and address on
- Driving licence
- Medical card/ letter from doctor
- Wage slips/letter from employer showing date, address of business/address of employee
- Details of support needs

### Checking applicant details with District Councillors

Although WCC are not able to share the details of applicants with the Parish Council in order to verify local connection, WCC can share the list with the relevant District Councillors, i.e. Cllr Southgate and Cllr Warwick.

Action: DR

### Parish Satisfaction Survey of Parish Councils with HARA schemes

It was noted that the Rural Housing Enablers have recently conducted a satisfaction survey of Parish Councils in whose parishes a HARA scheme has been built. The survey showed a high level of satisfaction with the local connection of the residents who have moved into the schemes.

Action: HARA

## 5. Site Options

Progress with all possible site options, current to June 2013, was discussed.

Chris Buchan-Hepburn was thanked for his report (April 2013) which had been discussed at the meeting of the parish council held on 7th May 2013.

It was noted that a major criteria was to identify the best available site. It was also noted that WCC planning advice and highways advice had ruled out a number of the “long list” of possible sites. To date no further sites that might be available had been notified to WCC, HARAH, or the Parish Council.

It was noted that two sites currently remained for ongoing consideration. These are- Attwoods Drove or Martins Field or a split site option between the two preferred sites. (See Parish Council Minutes of 7<sup>th</sup> May 2013).

In responses to the option to split the development across 2 sites, CB-H advised against this. There would need to be 2 planning applications, additional costs would be incurred with regard to services, the impact on the landscape would be increased, including perhaps a less regularised look to the development, impact to the farmer with regard to the use of the remaining field would be increased and any ecology issues might also be increased.

## 6. Site Options – Generic and specific issues

### Adequate Car Parking

The need for adequate car parking was raised. US stressed that this is particularly important to the local community as parking anywhere in the village and in the areas of either of the current site options must be adequate. Parking already causes issues in the village and this is an opportunity to improve the situation. US requested an increase in the number of proposed spaces that would normally be attributed to such a scheme in order to alleviate current parking problems.

Parking and the school was raised. It was noted that the “pinch points” outside the school in Compton Street had the effect of slowing down traffic, making the environment safer for all.

### Highways Issues

AJ requested that more detailed highways advice now be sought re the current options, i.e. Martins Fields and Attwoods Drove and also the junction of Compton Street with the Otterborne Road. DR agreed to ask Highways for a detailed view and advice.

Action: DR

### Design and Construction

US and AJ requested more information on the process and options for design and construction, so that this could be shared with the local community. Drainage and sewage issues were also flagged. HARA have recently published a design guide which would also assist this process.

Action: MW

### Security Issues

It was noted that any agreed scheme would need to consider security issues, including concerns. In addition, the new accommodation would include a number of security standards.

### Street Lighting

The need to consider appropriate street lighting was flagged. This links to security, parking, the use of low level lights, bollard lights, etc.

### Ecological issues

It was felt that there would be minimal impact on the ecology of the area of the current 2 sites. There would be some loss of hedging with these sites. However, this could be mitigated against with suitable indigenous replacement.

In any scheme, there is the opportunity to enhance the environment ecologically. Later in the process there would be the opportunity to undertake a detailed ecological assessment.

### Provision of green/amenity space

The need to ensure that any green space was improved and enhanced in the area any agreed scheme flagged. It would depend on the final design and site of the development. CB-H confirmed that he anticipated that there would be some open space as part of a development.

## 7. Next Steps – Outline/Draft Timetable

- Report and update to Parish Council – 2<sup>nd</sup> July
- Highways advice re preferred options – by end July?
- Meeting with representatives of Compton Village Association - mid July
- Site recommendations arising from further technical advice and community involvement – September/October
- Further report to Parish Council - November