

COMBINED COMMITTEE MEETING
Planning & Development, Environment & Amenity & Finance & General Purposes
Minutes

Wednesday 18th February 2015

Parish Office, Nutfield Village Hall, Mid Street, South Nutfield at 8.00pm

Present: Councillors: Mrs S Renaut (Chairman), Mr D Dowden, Mr K Sandiford, Mr. D Miller, Mrs S Ford, Mrs S Collecott

Clerk: R. Brown

Asst. to Clerk: S Hayes

Action By

1. **APOLOGIES and reasons for absence:**
Cllrs I Reeve & D Cullen.
2. **Declarations of Interest:**
None
3. **MINUTES**
Approval of the Minutes of the Combined Committee meeting held on 21st January 2015
Read and approved
4. **Matters and action points arising from Minutes** – for updating and noting only. Any items requiring attention will be on the agenda
5. **PLANNING & DEVELOPMENT**
 - 5.1 **Planning Decisions by Tandridge District Council since last Parish Meeting**
As listed on planning schedule
 - 5.2 **Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council**
 - **TA/2014/1977 Land off Kings Cross Lane, South Nutfield..** Erection of 16 dwellings (2 x 1 bed flat, 8 x 2 bed houses and 6 x 3 bed houses) parking, refuse, and cycle parking provisions and Landscaping (amended description and additional plans)
Dated 29/01/15 – 21 days – NPC comment by 19/02/15
Discussed under item 5.3
 - **TA/2015/85 Crab Hill Farm, Crab Hill Lane, South Nutfield..** Erection of 2m high entrance gates with 2x2m high piers. (C of L for proposed use or development)
Dated 29/01/15 – 21 days – NPC comment by 19/02/15
NPC Comment – No Objection – Neighbours
 - 5.3 **Rural Affordable Housing**
Update from TDC meeting and further information- **CF**
See attached Report
A discussion on the report then took place
Aspects of TVH and their role in the planning were considered. It was felt that the role of TDC was not supported and left something to be desired. It was apparent that the robustness of planning at TDC was not very strong. A final decision on this will be by the planning committee and HCH have yet to produce the case to promote the development. DM asked if we can do anything and if not move on. KS said we are going through the process and we are in the middle of this process.
KS thinks it may get withdrawn or submitted with a Housing Association on board and ready to go. NPC could lobby district councillors to make sure they are aware of dissatisfaction. KS keen to establish a good paper trail of what is happening as they could be opening themselves up to a judicial review. CF to draft letter based on discussion to prepare documentation presented. KS explained the procedures and they can be time consuming and frustrating. KS also explained procedures at a planning meeting and objectors need to be well prepared.
 - 5.4 **Parish Plan**
Update on commencement of Plan –**SC**
A meeting was held with TDC that day and SC will provide a report from TDC which can then be discussed at the next parish meeting.
Funding required for neighbourhood plan and it needs to be found if parishioners are interested. DM concerned a good process gets railroaded for the wrong reasons. Planning issues dominates other aspects and the plan needs representation from all over the village. SC will prepare a summary of what the plan is about.
 - 5.5 **RACC**
Update
None
 - 5.6 **TDC Bye-laws for Nutfield Marsh**
Update
SFH reported the state of affairs on the Marsh with 17 horses still resident.
6. **FINANCE & GENERAL PURPOSES**
 - 6.1 **Agree payment of any urgent invoices**
Agreed and signed – to be added to March payments list

Mem Hall emergency funding showed a shortfall of £6000 so there is a need to transfer of £10000 to keep a balance. We are expecting £5000 from Biffa in April as a grant

Proposed by DD and seconded by KS. Agreed.

Gift aid reclaim on donations can be reclaimed.

Link have not given up their promise of money so RB to check with Pam Bristow.

6.2 New Jubilee Field

Update on work completed – **RB**

Request made to remove barbed wire from the fences. He has gone back to Sarah Jenner on the kissing gates saying we do have 2 gates per path and he is awaiting the response. M Fletcher will do the bits of fencing that need attention.

SCC Highways officer statement – **RB**

As above

Grant from SCC Member Allocation update –**RB**

Money from CClr Windsor has come through and all now complete

6.3 Grit Bin Nutts Corner

TDC update –**RB**

Has been ordered and due for delivery on Monday 23 February.

6.4 Parish office use during show timers production

A letter from P. Forbes has been received regarding to having a key for the parish office during the show. It was agreed to allow it this time but insist it is locked each night. KS suggested the office can be used this time but from March 1st it will not be available

6.5 Assistant to the Clerk

Report – **SH**

Attached

Health & Safety Inspection – Update **SH**

Taking place on Thursday 26th February.

7.0 ENVIRONMENT & AMENITY

7.1 Highways, Traffic & Parking

Roads & Highway incidents/road repairs & potholes –**DCu**

Traffic survey wires appeared for a maximum of one day on King's Cross Lane

8. Clerks Report –Nutfield Link – April 2015 – RB

Advert in Link for cleaner, caretaker

9. Other General Matters for discussion- For information only

10. NEXT COMBINED COMMITTEE MEETING DATE: 18th March 2015 - venue Parish Office

Carol Forest Report on RAH:

KEY POINTS – MEETING WITH TANDRIDGE DC (TDC), THAMES VALLEY HA (TVHA) AND HCH RE. PLANNING APPLICATION TA 2014/1977 – 11/2/15

Parish Council attendees

Parish Councillor	Officers
Sue Renaut – Chairman	Roger Brown – Parish Clerk
Sue Ford	Carole Forrest – Rural housing advisor

Other Attendees

Tandridge DC (TDC)	Thames Valley HA (TVHA)	HCH
Barbara Linscer – Allocations Officer	Rachel Allen	Mike Hooper
Geraldine Keeping – Housing Enabling Officer	Kimberley Shanahan	Julian Curry

KEY POINTS

1 HCH's Planning Application

1.1 **Issuing an addendum** - in light of and in response to the comments received to date HCH is intending to submit amended plans and a Planning Statement addendum in respect of its current planning application. It is expecting to submit this to TDC Planning on Friday 13 February.

If received on this date, then TDC Planning will issue the revised documents for a further 14 days consultation beginning on Monday 23 February.

From the conversation no substantive changes are being made: the number of homes, their positioning, build materials, floor area etc. all remain unchanged.

1.2 **Proposed changes** – HCH outlined the following proposed changes:

- increasing the number of car parking spaces from 30 to 34;
- allocating car parking spaces to the 8 homes fronting onto Kings Cross Lane to discourage on road parking;
- confirming that the existing mature hedgerow will be dug up, moved and replanted;
- reviewing the position of the “home office”. HCH agree that its current location and the lack of a bookcase space might mean that the extra point needed to achieve Code for Sustainable Homes Level 3 will not be achieved.

1.3 **Amending the inconsistencies and errors** – HCH acknowledged that there are a number of inconsistencies and errors in the planning application which they will be correcting.

2 Land ownership

2.1 HCH said that it is now owned the land. This is contrary to the statement made in the Planning Application. In response HCH said that Mr Bahn was named as the owner in the Planning Application on its solicitors' advice because of delays in registering this sale at the Land Registry.

ACTION POINT – Ask Tandridge DC to confirm the ownership of this land from Land Registry records.

3 TVHA's commitment to the development

3.1 **Partnering with HCH** – HCH revealed that TVHA is the fifth HA that it has approached regarding this proposed development – English Rural HA, Raven, Guinness and Affinity Sutton.

3.2 **Internal approval to proceed** – TVHA have not yet started their own internal approval processes. TVHA officers said that they felt confident that these processes could be concluded by the Planning Committee meeting date, currently scheduled for 13 March.

3.3 **Code for Sustainable Homes' Level 3** – TVHA confirmed that Level 3 is acceptable for their schemes outside London (where Level 4 is achieved)

3.4 **Affordable housing tenure** – TVHA is proposing, at the request of TDC, to let all 16 homes on an “affordable rent” basis, i.e. there will be no shared ownership homes.

TVHA did agree to look at other low cost homeownership options, but are concerned that mortgage lenders will not lend on a fixed equity scheme, i.e. one where the properties cannot be sold freehold on the open market (see also Action Point in paragraph 4.1).

3.5 **Experience of developing rural housing schemes** – the meeting over ran and so this issue was not discussed. TVHA handed out a briefing pack at the conclusion of the meeting which showed no previous experience in Rural Affordable Housing

4 Feedback from TDC

4.1 **Affordable tenure mix** – TDC stated that their preferred tenure mix had changed with the introduction of the “affordable rent” product (let at 80% of market rents), and it required 100% of new homes to be let on an “affordable rent” basis, i.e. no low cost homeownership.

This is not reflected in their current “Delivery of Affordable Housing Advice Note for Developers March 2010” (<http://www.tandridge.gov.uk/Planning/PlanningPolicy/policies/Affordablehousing.htm>).

ACTION POINTS

– Ask TDC for the date when their policy changed and why their Advice Note for Developers has not been updated.

- Ask TDC to discuss with TVHA the possibility of selling a small number of the homes on a shared ownership basis, and to report back to Nutfield PC on the number of households on its register that have a sufficient household income to afford low cost homeownership.

4.2 **Building on greenbelt land** – TDC stated that even if the homes are built, the land on which they stand will continue to be designated as “greenbelt” land, and the existing and future “greenbelt” policies will continue to apply.

ACTION POINT – Ask TDC to confirm this in writing.

4.3 **Drafting nomination agreement** – TDC explained the process for advertising, selecting potential residents and allocating the homes, if built. The process as described differed from the document submitted to the Parish Council ahead of the meeting. The Parish Council preferred the arrangement set out verbally by TDC.

The draft Nomination Agreement also referred to another Parish Council and not Nutfield PC.

ACTION POINT – Ask TDC to re-submit the draft Nomination Agreement with the correct procedure inserted and the drafting error corrected.

4.4 **Lack of signed up Housing Association partner** – TDC's Enabling Officer said that planning permission had never been given on a rural exception site where no Housing Association partner had been signed up by the date of submission of the planning application.

ACTION POINT – Ask TDC to confirm this in writing.

4.5 **Floor area of homes** – TDC's Housing Enabling Officer did not seem to have reviewed this aspect of the application. In response to another question she said that TDC had recently drafted its own design brief.

ACTION POINT – Ask TDC to confirm in writing its required floor areas for one bedroom two person flats, two bedroom four person and three bedroom five person two storey houses.

4.6 **Background information** – TDC said that HCH were the fourth developer to approach the Council about developing this site.