

Minutes of Meeting 19 of Crosthwaite & Lyth Neighbourhood Development Plan Steering Group 23rd June 2020 at 3pm by Zoom

Present: Simon Johnson (Chair), Alan Gerrard, Dorothy Grace, Graham Paine, Robert Sykes.
The Group welcomed Lisa Bibby to the group.

1. **Apologies** None.

2. **Approval of Minutes for previous Meeting**

22nd April 2020 – approved. To be loaded onto the local website.

3. **Matters Arising**

Following the resignation of two members of the Parish Council, and the inability to hold elections in 2020, Alan Gerrard has been co-opted to the Parish Council for the current year, up to the next elections in May 2021.

Alan and Simon conversed with Megan Henderson at Eden with regard to the Housing Needs Assessment (HNA), who provided a generic questionnaire. She suggested secondary data collection first, while mobility is still restricted, then send out the questionnaire, possibly later in August.

Dorothy will look at the LDNP's overlay document of all the environmental and wildlife designations in the parish, and attempt to provide separate maps for each designation.

Martin French sent on the Parish Council's behalf a letter requesting the LDNP planning department not to consult the 2007 Parish Plan as it is too old and does not reflect the current situation. So far there has been no response to the request for justification of the claim that there has been 'very little' development in Crosthwaite over the last 20 years.

Lisa said that the planning department doesn't necessarily hold final data for older cases; therefore, a request for 20 years' data may not be fulfillable. Data are on microfiche up to 2008; digital thereafter. The planners should also be asked for withdrawn and rejected planning proposals, though it seems that the onus would be on the Steering Group to search the records rather than the planners replying with the information.

4. **Budget update (SHJ)**

A £7215.00 grant to cover the tasks identified to be undertaken in the 2020-2021 fiscal year has been received. This includes the cost of engaging a consultant to carry out a HNA.

A new grant fund of £10k is available if the Neighbourhood Plan is considering affordable housing. Unfortunately the application for this additional funding was not accepted on this occasion. If we were to reapply now it would count as another grant application (only four are allowed in the life of a Neighbourhood Plan) if this was pursued. If the housing need assessment shows a need for affordable housing, as expected, then we may have to apply for this grant.

5. **Engagement of Eden Council to commence background data gathering for HNA**

Secondary research can start immediately by Eden Council (Megan Henderson): demographics, house sales, accommodation prices etc.

Action: Simon to circulate the standard questionnaire from Megan Henderson at Eden; it is quite comprehensive, and tackles changed circumstances and possible amendments to existing properties as well as any new housing needs.

Comparing with 2007 housing needs survey, there were not many different questions. Self-build custom-build was covered, which should be included in any new survey.

Rent-to-buy (shared ownership) doesn't seem to be covered; is this something that should be included?

Action: everyone – response to standard HNA document by 3rd July for discussion.

Action: everyone – final HNA document to PC for by 24th July for meeting on 4th August (tbc).

Action: Simon and Alan to continue the dialogue with Megan Henderson at Eden Council.

The standard document focuses on housing, and less on environmental factors such as open space, Gilpin River, SSSIs etc. These aspects are covered in the *Issues and Options* sister document.

There is a need for clarity on what the restrictions are for occupancy, to ensure that they make sense for this area, but also tie in with LDNP's; our own definition may be at variance with the LDNP's but this is acceptable as long as the differences are well evidenced and justified.

6. Re-engagement with Kirkwell to seek input to the HNA Questionnaire & Design Codes

Action: Simon to reopen the dialogue, and share with Louise the HNA once drafted by Eden.

7. Review scope of Housing Need Assessment Questionnaire (with Kirkwell input)

See above.

8. Engagement with AECOM for technical support on Design Codes

AECOM provides technical support (government funded) and this should be pursued concurrently with the work on the HNA. This would cover aspects such as house design, e.g. eco houses, materials used. Design codes (see Locality website) are guidelines for building types, landscape, open space, context, environmental factors, general ethos, electric car charging points etc. They would be applied as an adjunct to the HNA conclusions.

Does LDNP have standards for building appearance, e.g. roof slates, window frames etc., but seem to be applied inconsistently.

9. Work up the *Issues and Options* Document

This document outlines the state of the community, and asks for feedback from residents regarding a wide range of aspects of life. It would feed into the Neighbourhood Development Plan to address residents' aspirations for the community as a whole, not just housing.

Graham has started to annotate the original document from November. Some sections need to be localising, with local context, photos etc.

Action: Graham to continue work on this.

Simon has taken lots of photos of the parish for inclusion.

The document will develop as new Local Plans are changed, and its scope may widen over time.

10. Date of next meeting

Tuesday 30th June 3pm, to amalgamate comments on HNA document.