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**Meeting Title:** Neighbourhood Plan Working Group

**Date:** 12<sup>th</sup> January 2017

**Venue:** Trims Ground, Holwell

<b>Attendees:</b>	Sally-Anne Holt (Chair Holwell Neighbourhood Plan Working Group)	SAH
	Rodney Antell	RA
	Steve Atchison	SA
	Patrick Constable	PC
	Bruce Duncan	BD
	Jo Edmondson	JE
	Colin Evans	CE
	Dave Hollex	DH
	Roger Kellow	RK
	Neil Peirson	NP
	Libby Wilton	LW
	Diana Gibbs (Holwell Parish Council)	DG
	Jo Witherden (Dorset Planning Consultant)	JW

**Agenda:**

- 1 Apologies
- 2 Opening Remarks
- 3 Notes of last three meetings
- 4 Questionnaire and Open Meetings
- 5 Organization for Site Assessments
- 6 AOB
- 7 Date of Next Meeting(s)

### Actions

1. **Apologies**

Lord Aldenham (LA), Phil Curtis (PhC), Robert Hole (RH), Peter Macfarlane (PM), and Katrina Wall (KW) were unable to attend.

2. **Opening Remarks**

This meeting was held at SAH's home. SAH opened by saying that we had JW with us and that we would be focussing on the Questionnaire results.

JW has produced 2 draft papers, which she would go through later:

- "Holwell – Potential Housing Growth Targets", Dated January 2017
- "Strategic Environmental Assessment and Habitats Regulations Assessment Environmental Issues Report", Holwell Neighbourhood Plan Area, Dated January 2017

We would also be discussing opportunities in the parish for development sites.

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3. **Notes from 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> Meetings**

The notes from the previous meeting were discussed; these need to be reviewed before formal agreement. BD asked about the reference to weighting in Section 4 of the notes for Meeting 20, and weightings were discussed.

SA &  
SAH

4. **Questionnaire and Open Meetings**

SAH said that we had now produced statistics and graphics from the Questionnaire results, and that we had made these public with high level summaries at Village Open Meetings on Thursday 15<sup>th</sup> and Saturday 17<sup>th</sup> December. The meeting was asked what else might be needed.

JW said that it was always worth reviewing the Mission Statement and objectives with respect to questionnaire results. The objectives should influence site assessment, but there will be other factors and issues to be considered, given that the plan also needs to be broadly in line with national and local policies. And there would need to be further consultation after the site assessment has been completed. The results could then be different, taking into account all the feedback received. We can explain this process in the next consultation.

SAH to  
circulate

BD suggested that it would be possible to combine the data in some areas, such as for Question B15 (see Appendix B for an example of this).

The draft papers produced by JW were discussed.

4.1 **“Holwell – Potential Housing Growth Targets” Draft v2 for Jan 2017**

SAH explained that the idea for JW’s paper was to start to tie down ideas for numbers of homes and therefore sites or areas for growth that may be needed in the plan. Thus, the paper attempts to address the question of whether the village needs housing, how many and what type of houses would we be talking about. JW summarized the contents of her paper, and explained that it looked at:

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- Current housing supply.
- The past rate of development.
- Housing need information and the overall need in the area.
- Local opinion.

Further information could be added to this by interviewing local estate agents and service providers. JW would provide a template for this, which would be done by Bruce Duncan and Colin Evans as volunteers

JW BD &  
CE

She explained that the overall conclusion from the information gathered to date was that the number of additional houses that we might consider for Holwell over the next 15 years would be between 3 and 26, with a probable target of about 10 to 15.

SAH asked whether by “affordable” she meant rented accommodation. JW said that she meant affordable in the wider sense, so it would include products such as shared ownership. She added that starter homes are also

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likely to be considered as a form of affordable housing, but the government has indicated that these will ultimately become open market housing after a certain period of time.

The WDDC Local Plan has no target for Holwell, and therefore would not require any open market housing if there was no obvious need for this.

The size of sites that would be considered suitable for affordable housing was discussed. It was suggested that small sites, with only one or two houses being built, may be difficult for housing associations to build because of the economies of scale. One solution is delivering affordable housing as part of a mixed scheme. There is a view that it is not viable to have fewer than 11 houses in a purely affordable scheme without grant subsidies.

BD added that there would still be an unlimited demand for detached four-bedroom houses in Holwell, simply because it is a desirable place for people who can afford to live here.

The impact of the possible Crouch Lane development was discussed. SAH said that, according to the Local Plan, there would be no development other than for exceptions. The Crouch Lane scheme, therefore, has to demonstrate a need for affordable housing. It was agreed that, if it were to go ahead, it would influence the assessment of other housing need in Holwell. But a Neighbourhood Plan would still be relevant for identifying the way that the village should develop, with or without the Crouch Lane development. However, it could be necessary to re-question people in terms of what level of development they may want to see.

BD said that, ideally, a community should provide the wherewithal to “Live, Work, Play”. In a non-sustainable location, such as Holwell, we don’t have all of these. Therefore, the problem is that the Local Plan is “big picture” for a big area.

The impact of combining the West Dorset and North Dorset District Councils was discussed, and how it might affect the Local Plan. JW said that it would be possible to continue to have 2 separate plans, but it would be a matter for the unitary council to decide and may depend on how the wider housing market area is defined. In any event the timescales for such a change should not impact on the preparation of the Neighbourhood Plan.

4.2 **Strategic Environmental Assessment and Habitats Regulations Assessment Environmental Issues Report.**  
**Prepared on Behalf of Holwell Parish Council**  
**Holwell Neighbourhood Plan Area**  
**January 2017 Draft v1**

JW explained that the purpose of this paper is to make a start on a strategic environmental assessment of Holwell for the Neighbourhood Plan, in advance of WDDC who will do their own assessment.

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The key conclusions were discussed:

**LANDSCAPE**

The potential for development to harm nationally important landscapes is low. We are aware of views and character, and their values, as a result of local consultation.

**BIODIVERSITY, GEOLOGY, FLORA AND FAUNA**

The potential for development to harm significant ecological interests is limited; there are only 3 local sites where this could be an issue.

**CULTURAL HERITAGE**

There are 21 listed buildings in the Neighbourhood Plan area. There is potential for development to harm the significance of heritage assets, particularly Listed Buildings which may adjoin a development site. Therefore, there is a need to involve the heritage / conservation teams at WDDC.

**SOIL, WATER, AIR AND CLIMATIC FACTORS**

There are flooding issues within the neighbourhood plan area, although these are largely related to surface water drainage. The map on page 6 of the paper shows areas at risk from flooding. The blue areas are the main rivers and the large square shaded areas represent ground water flooding. National policy is to avoid flood risk sites. Surface water flooding is modelled reasonably well, but ground water flooding less so. Therefore, local knowledge can be important, and possibly worth recording.

DG asked whether development can add to flooding risk. JW said that this was possible, especially with large sites, but this can be managed with the inclusion of sustainable drainage schemes.

If there appears to be a risk of flooding, the Flood Risk Management team at the County Council should be consulted.

5. **Organization for Site Assessments**

BD said that the results regarding site analysis would need to be objective.

NP asked how we might provide evidence that a site of 1/20 acre, for example, would be a good site.

JW has drawn up a checklist that we can use for assessing sites when we visit them. They can then be scored against agreed objectives

BD said that we need to be aware of the difference between the delivery of the assessment results and the reality of trying to achieve this.

Declarations of Interest were discussed; JW said that these would need to be recorded, and should include both an individual's financial interest and other matters that may be perceived to prejudice an assessment, such as previously stated opposition in a public role.

A map of probable sites was reviewed. The map showed Holwell, with

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listed buildings (G2 and G2\*), main river flood zones and potential development sites. SAH explained that this was very much a first stage and an initial look.

DG pointed out that some people could be disappointed with the results of the assessment, if their ideas for the site were rejected. JW said that people may be happy to discuss the outcome and consider alternative ideas (such as fewer dwellings if this avoided a particular constraint) rather than not negotiate.

NP asked about the deadline for identifying sites, and added that there is no real deadline, as anyone can come forward with a proposal. SAH pointed out that we will only be considering those put forward at this stage, but was aware that we need to keep an open mind as some people with land in the village don't live in Holwell and we need to try to contact them.

SAH said that the plan is to confirm with the landowners that the potential availability of their sites could be shared with other parties (such as WDDC) and so would be in the public domain, and she would aim to do this by the end of January.

SAH

It is then planned to involve Oliver Rendle, the Strategic Environmental Assessment (SEA) officer, by about mid-February. There would then be site reviews in early March. The intention is for the sites to be visited by Neighbourhood Plan groups, the landowner for each site and JW too if possible. The sites could then go forward for public consultation.

SAH said that, ultimately, the Parish Council would agree the Neighbourhood Plan, after public consultation. Therefore, it is good to have BD and other Parish Councillors attending the Working Group meetings. It would ultimately be the responsibility of WDDC to adopt the plan.

6. **Any Other Business (AOB)**

JW said that there could be some training on the mapping software, at a suitable time, for those interested.

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7. **Date of Next Meeting (DONM)**

The next meeting is scheduled for Wednesday February 1<sup>st</sup>, 2017.

The start time was discussed and the possibility of starting at 7:00pm and dealing with issues not involving JW, who could not arrive before 7:30pm.

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The aim will be to:

- Discuss the output from our deliberations, and synthesize our views of what's important.
- Discuss the site assessment criteria. At this stage we are thinking about numbers, after which we will need to look at types.

SAH was thanked for providing the venue and for her hospitality for the meeting.

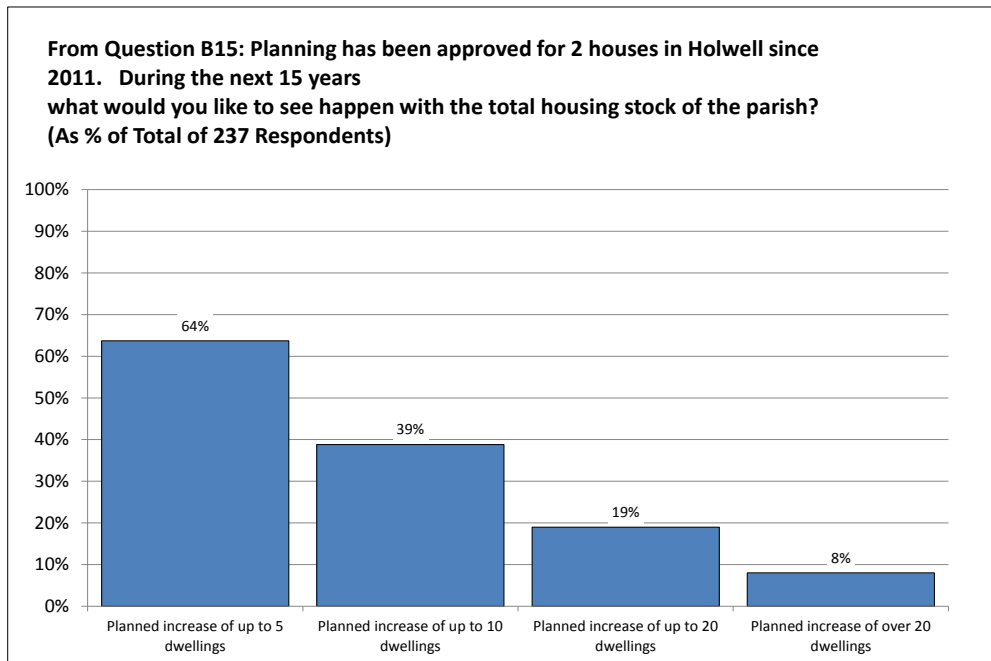
### Appendix A - Notes of Meetings 18, 19 & 20:



NP Mtg 18 Notes 10 NP Mtg 19 Notes 01 NP Mtg 20 Notes 08  
Nov 2016 Issue\_1.pd Dec 2016 Issue\_1.pd Dec 2016 Issue\_1.pd

### Appendix B – Additional presentation of Results for Question B15

The bar chart below uses the Questionnaire results for Question 15, and presents the data cumulatively. Thus, for example, the 11% who favoured a planned increase of 11 to 20 dwellings have been added to the 8% who favoured over 20, to create 19% in favour of up to 20 dwellings.



The pie chart below summarizes the number in favour some increase and those against any increase.

