

MASHAM NEIGHBOURHOOD PLAN STEERING GROUP

Meeting held on 26.06.2024 commencing 7pm at l'Anson's Offices.

MINUTES

Present: Neil Pickard (Chairman), Richard Mawer, Flo Grainger, Eleanor Paddison and Howard Mountain (NP Co-ordinator).

Apologies: Jim Dalton and Mark Cunliffe-Lister.

Declarations of Interests: None.

1. Minutes of meeting 23.05.2024 - approved without amendment.

2. Action Points from last meeting not covered elsewhere on the agenda.

a) HM has contacted Mr Dan McAndrew to ask if he would provide input to the SG on environmental topics and is awaiting a reply.

b) The full results of the Public Consultation are now available on the website with short summary document (as used for the display in 2c below) also added.

c) HM confirmed that an NP display with information handouts had formed part of the Making of Mashamshire exhibition in the Town Hall over the weekend of 8th and 9th of June providing useful promotion of the project.

3. Affordable Housing.

a) Report on meeting with Angela Walmsley (NYC Senior Housing Enabler) on 05.06.2024. MC-L, FG, EP and HM present.

A summary of the advice provided by Angela Walmsley on the steps to be taken when carrying out an affordable housing scheme had been circulated. The main stages are:

- i) Group - Form a committee to oversee the project and engage with the community to ensure sufficient support exists,
- ii) Site - Identify a suitable site and undertake all appropriate investigations to ensure it will be satisfactory,
- iii) Plan - Obtain funding, design the development and obtain all Consents,
- iv) Build – Appoint a contractor and undertake construction,

v) Live – put in place arrangements to manage the development in the future.

AW had subsequently forwarded a number of links and contact details for similar projects elsewhere in the North Yorkshire area and had offered to help with providing a Local Housing Need Survey in the Masham area.

b) Local Housing needs Survey.

A copy of the LHNS undertaken in 2019 on behalf of the Peacock and Verity re-development on Silver Street, Masham had been kindly forwarded by Jan Reed which provided useful information.

ACTION: It was agreed that an up-to-date LHNS was necessary before a decision as to whether to proceed with an affordable housing project could be made. HM to discuss process with Angela Warmsley.

4. Second Homes/Holiday lets.

HM had circulated the initial research on how Neighbourhood Plans could be used to control new holiday lets and second homes, using planning policy instead of (or in addition to) taxation methods such as local increases in Council Tax or Business Rates.

Further research will be required to establish current levels of Holiday Lets and Second Homes in the NP area, but it was agreed that if it is seen as a factor in limiting the number of properties available to residents to buy or rent for permanent occupation, and that this outweighed any benefits to the area due to increased tourism etc, then a Policy making changes to Use Classes or by implementing a Local Connection criteria will be included as had been used in other NPs such as that in St Ives.

ACTION: HM to confirm how to best formally quantify the number of holiday lets and second homes in the Plan Area.

5. Local Green Spaces.

FG circulated a document prepared by the Parish Council in 2015 in conjunction with the designation of Local Green Spaces within the Local Plan being prepared at the time by the then Harrogate Borough Council. This identified 20 individual areas in and around the town, of which only the Allotment site was ultimately designated as a Local Green Space under the Local Plan (LGS47).

ACTION: FG to produce a draft Policy itemising appropriate areas for inclusion as Local Green Spaces within the NP, based on the 2015 document and the areas suggested within the Public Consultation responses.

6. Design Code.

NP and HM had attended a recent webinar on this topic prepared by Locality and a copy of the Guidance Document which this had previewed, had been circulated prior to the meeting.

It was agreed that there had been positive responses to the inclusion of controls regarding the design of new build properties within the Public Consultation and that it would therefore be appropriate to include either a Policy or an associated Design Code within the NP to provide controls which were 'Masham specific' over and above those already provided under the district wide Local Plan.

FG suggested a local resident who could advise further on building design and initially the SG would appreciate guidance from him prior to discussing the matter with the Planning Consultant. SG members to refer to the existing design guidance within the Local Plan.

7. Sustainability issues.

EP circulated a document explaining the sustainability issues which had been identified at Swinton Park, and the measures taken to counter-act these issues for which they had recently received a Green Award. She further explained how these measures could be applied to new development within the wider NP area, specifically affordable housing sites. The main areas were Resource Sustainability (e.g. Building materials), Ecological Impacts and Waste Management.

ACTION: Refer to these principles within work on Design Codes/Policies, Environmental Policies and in conjunction with any Affordable Housing development.

8. Draft Plan introductory sections.

The advice provided by Kathryn Jukes (Planning Consultant) on improvements which could be made to each of the sections was noted.

ACTION: SG members to decide which introductory Section they will take responsibility for within the Draft Plan and to provide an update on progress

to subsequent meetings. HM to refine Draft Plan document prepared for May meeting in respect of topics within Policies and Community Action section.

9. Grant funding.

a) Confirmation that an application for 24/25 for a sum of £5555 had been made to Locality and that this had now been approved. Grant Acceptance form to be returned.

ACTION: HM to submit Grant Acceptance form.

b) Availability of CIL payments. County Cllr Felicity Cunliffe-Lister has requested Kate Dawson at NYC (Harrogate) to provide an update on CIL payments to Parish Councils.

ACTION: HM to liaise with Kirkby Malzeard, Laverton and Dallowgill Parish Council and Masham Parish Council to ensure that this update is forthcoming.

10. Any other business.

a) It has come to light that there are 9 units at Maple Creek which are presently unoccupied. There appear to be issues around how the system by which local people should be given priority to these is functioning and this is to be taken forward by the Parish Council.

ACTION: HM to provide contact details of NYC (Harrogate) Housing Department to Masham PC. NP to discuss matter at next Masham Futures meeting,

11. Date/venue of next SG meeting.

The next meeting will be held at l'Ansons offices on 12.08.2024 commencing at 7pm.

Meeting closed at 8.25pm. Minutes taken by HM. Dated 28.06.2024.