**MINUTES OF THE EXTRAORDINARY GENERAL MEETING OF**

**ELLESBOROUGH PARISH COUNCIL**

**ON MONDAY 21st AUGUST 2023 AT 7.30PM**

Present: Councillors:

M. McGrail (Chairman)

D Panikkar

D Hares

H Holman

M Glover

Parish Clerk: J. McKeown

In attendance - Mr Eddie Bacon from Hastoe Housing Association

27 members of the public were in attendance.

**Action**

**Item 5.1 Apologies.** Councillor Withey

An opening statement was made by Councillor McGrail followed by Councillor Hares outlining the local lettings policy and construction management plan to be discussed with a view to producing a draft S106 policy.

**Item 5.2 Open Forum** Items raised and discussed were as follows - Lettings policy: -

* Bucks Home Choice manages tenancy selection.
* Why have Hastoe Affordable housing excluded single dwellings.
* What are the differences between ours and Kimble S106 agreement.
* Parking overspill onto Chalkshire Road – restrictions e.g., yellow lines.
* S106 details not circulated before meeting – apologies.
* Home choice “banding”.
* Timescales for project.
* Five- year financial means test.
* Landscaping- hedge height, chain link fence, mature trees, 7m in front of building line
* Two thirds rented one third shared ownership.
* Single person opportunity given no one bed dwellings.
* Timescale between “cascading” between occupancy criteria – 10days to 2 months
* Details of covenant requested and what happens if a tenant breaches terms of covenant.
* Commercial vehicle parking.
* Means testing of possible tenants.
* Price/rent/profit – Hastoe affordable housing are a non -profit charity organisation and rent expected to be around £750 per month.
* Hastoe will assist applicants to check if they are entitled to any benefits available.

**Item 5.2.1** Building criteria

* Vehicles outside rush hour. 9.15 – 4pm suggested
* Circulate documents. Construction Management Plan **JMcK**
* Waste management
* Site security
* Light privacy
* Build the entrance road first. Prep work estimated to be in February, March – April for foundations.
* Two shared ownerships, to be located nearest 29 Chalkshire road – agreed.
* If shared ownership properties not taken up within 2 months – rent for the first year.
* Service charge capped for grounds maintenance.

**Item 5.3 Declarations of Interest** None declared.

**Item 5.4 Affordable Housing S106 Draft Proposals**

**Item 5.4.1 S106 draft terms -** EPC proposed the following termsfor occupancy.

* Live in the Parish of Ellesborough for at least the last two years
* Work in the Parish of Ellesborough for the last two years
* Have a close family (parent/sibling/grandparent) connection with someone living in the Parish of Ellesborough for the last 5 years.
* Have lived in the parish of Ellesborough but needed to move away within the last 5 years due to a lack of affordable housing.

Neighbouring Parishes agreed as Great and Little Kimble cum Marsh, Great and Little Hampden, and Great Missenden.

This document once drafted will be circulated by Parish Update, Website and notice Boards two weeks before the next meeting on Monday 18th September which will now be held at Ellesborough Parish Hall..

Please provide links for these documents as it will be difficult to download these drafts with so many pages. To also include copy of the Housing Interest Form**. DH**

**Item 5.5 AOB**

* Clerk suggested anyone not on the Parish Updates email list should email [clerk@ellesborough-pc.gov.uk](mailto:clerk@ellesborough-pc.gov.uk) to be added to the circulation list.
* A biodiversity net-gain is expected to be around £3000 – ask for this to be used for the Parish possibly to make improvements to Dunsmore Pond **DH/MM**
* A vote was held as to whether EPC should revisit the design, configuration and one bed dwellings. This was proposed, seconded and voted three against and two for, so the proposal was not carried.
* Any road diversions impacting on Chalkshire Road to continue to be monitored closely.
* There will be a contracted site manager when building starts

The meeting closed at 21.10 hrs.

Signed

M. McGrail

Chairman

Ellesborough Parish Council