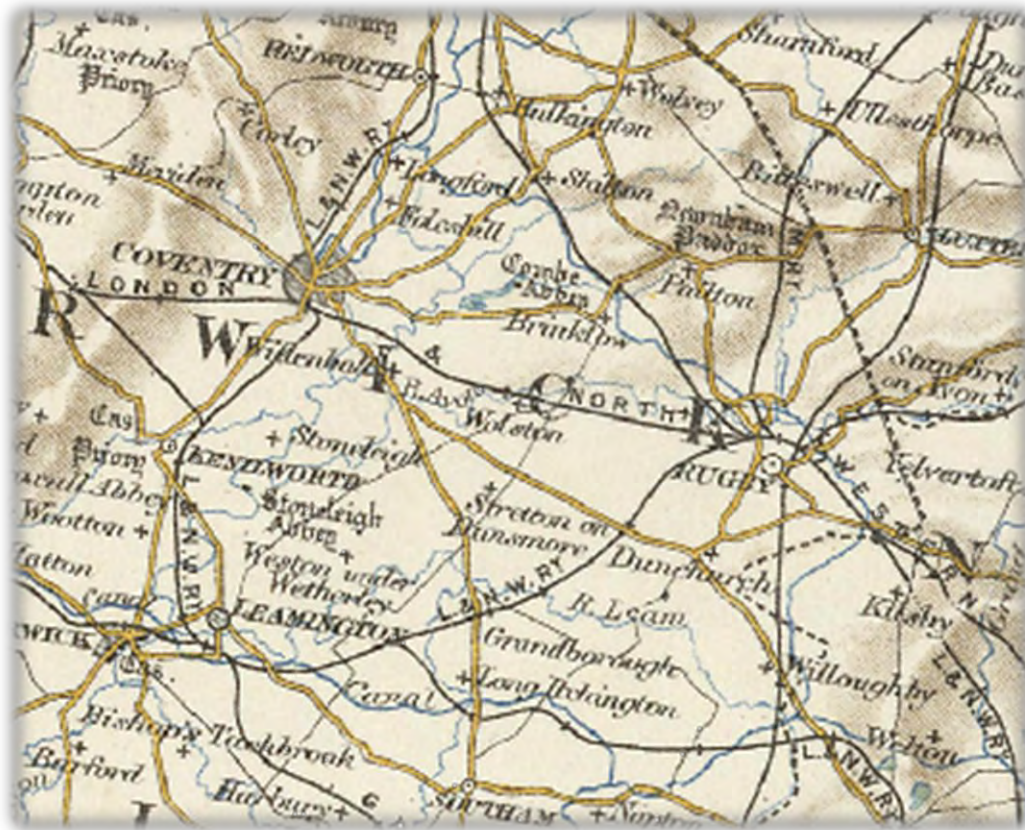


# A DETAILED INVESTIGATION INTO THE HOUSING NEEDS OF WOLSTON



PRODUCED BY  
**MIDLANDS RURAL HOUSING**

**MAY 2017**



# CONTENTS

1.	SUMMARY	2
2.	INTRODUCTION	2
3.	RURAL HOUSING AND THE HOUSING NEEDS SURVEY	3
4.	CONCLUSION	4
	<b>APPENDIX 1 - HOUSING NEED ANALYSIS</b>	<b>5</b>
	i)    RESPONDENT ANALYSIS	5
	ii)   AFFORDABLE HOUSING NEEDS ANALYSIS	7
	iii)  HOUSE PRICE TRENDS	11
	iv)   LOCAL CONTEXT - FOR SALE	12
	v)   LOCAL CONTEXT - SOLD	13
	<b>APPENDIX 2 - RESPONDENT DETAILS</b>	<b>14</b>
	ii)   HOUSEHOLD TYPE	14
	iii)  TENURE	15
	iv)   PROPERTY TYPE	16
	v)   LENGTH OF RESIDENCY IN PARISH	17
	vi)   ANTICIPATED NEXT HOME MOVE - TENURE	18
	vii)  ANTICIPATED NEXT HOME MOVE - TIME	19
	viii) LIFE IN THE PARISH	20
	ix)   MIGRATION	23
	x)   SUPPORT FOR NEW HOMES TO MEET LOCAL NEEDS	23
	xi)  ‘IN PERPETUITY’ CLAUSES ON NEW HOMES	24
	<b>APPENDIX 3 - CONTACT INFORMATION</b>	<b>25</b>

## 1. Summary

- A Housing Needs Survey was carried out in the Parish of Wolston in April 2017.
- Results obtained showed there was a need in the next 5 years for 10 open market (sale) homes and 19 affordable homes for local people enabling them to be suitably housed within the community. There are a further 11 open market homes and 11 affordable homes believed to be required in 5-10 years time.
- If an affordable need was found in the future, local needs affordable homes could be developed on a ‘rural exception site’<sup>1</sup>, if available, and subject to local support some open market sale homes could be used to cross-subsidise the affordable homes.
- The alternative to this is that the local homes that are needed are developed as part of a larger development if the opportunity arises and if the needs cannot be met by existing properties.
- The housing needs that have been identified along with the potential ways to meet them, if desired and necessary will be explored further by Rugby Borough Council and Midlands Rural Housing in consultation with the Parish Council, Neighbourhood Plan Group and the local community.

## 2. Introduction

Midlands Rural Housing (MRH) is one of the leading providers of rural housing services in the UK. MRH works with government organisations, developers, architects, builders, parish councils, local authorities, and housing providers to assess the needs for as well as enable access to excellent affordable homes in the Midlands. More details of the work of MRH can be found on the web site ([www.midlandsrural.org.uk](http://www.midlandsrural.org.uk)).

In Rugby, MRH carry out rural housing enabling services for the Borough Council. Rugby Borough Council instructed MRH to investigate the local housing needs of the residents of Wolston as part of the programme of Housing Needs Surveys that is taking place across the area to understand the housing needs of rural communities. MRH worked with Wolston Parish Council and the Neighbourhood Plan Group to agree and arrange the Housing Needs Survey of the Parish.

<sup>1</sup> An exception site is a piece of land outside but touching the village boundary that can be developed as an exception to normal planning policy. Planning permission is only granted on sites where it has been demonstrated that housing is needed and the homes provided will be affordable and reserved for local people as a priority in perpetuity i.e. now and in the future.

### 3. Rural housing and the Housing Needs Survey

Average property prices in rural areas have increased more than urban areas in monetary terms over the past 5 years<sup>2</sup> forcing many local residents to move away from their towns and villages in order to find suitable and affordable homes. House prices in the countryside are now from £20,000 to £50,000 higher than in urban areas, despite average wages being lower.

The number of people on waiting lists for affordable homes in rural England has soared to around 750,000<sup>3</sup>. New household formation is outstripping supply by 3 to 1 (source: CLG). Increasing house prices and the limited availability of appropriate properties has resulted in local people being unable to find a home within their community and this may be happening in Wolston.

The Wolston Parish Housing Needs Survey questionnaires were delivered to every household in the Parish in late March. The return date for the survey was 21<sup>st</sup> April and returns were made via a postage paid envelope directly to MRH. Survey forms were distributed to all households in the Parish as well as to those who contacted MRH to say that they had moved away from Wolston or had a strong connection to the Parish and wished to complete a form. In total 1,197 survey forms were distributed.

The Housing Needs Survey was conducted in order to obtain clear evidence of any local housing need for a range of housing tenures for Wolston residents. This evidence will be made available to Rugby Borough Council; Wolston Parish Council; Wolston Neighbourhood Plan Group; used to inform Housing Strategy; and provide clarity on what type and tenure of housing is required to meet local needs.

In addition, the information can be used positively in the planning process. It provides a foundation on which to negotiate 'planning gain' opportunities with developers. In short, it gives planners and parish organisations evidence that can be used to obtain an element of 'local needs' housing in negotiations with house builders, should such situations arise in the Parish.

The information obtained from a Housing Needs Survey is also invaluable at the local level, particularly in relation to local authority, parish council and neighbourhood planning activities. Such information can be acted upon locally and taken on board in the decision making process when housing issues arise.

<sup>2</sup> Halifax Rural Housing Review 2015- "a house in a rural area costs £206,423 on average, which is 13 per cent more than the typical cost of a property in an urban area at £182,710."

<sup>3</sup> National Housing Federation, Rural housing research report 2015

## 4. Conclusion

MRH has conducted a detailed study of the housing needs of Wolston up to 2022. This study has not only investigated the affordable housing need of the Parish, but also for market rent level housing and open market housing.

The survey has identified a need for affordable and open market properties in need in the next 5 years for those with a connection to Wolston.

Of the respondents who indicated a housing need in the next 5 years:

- **10 were assessed as being in need of open market housing (for local people) to purchase**

1 x 2 bed house - open market purchase      1 x 2 bed bungalow - open market purchase  
5 x 3 bed house - open market purchase      1 x 2 bed flat - open market purchase  
1 x 4 bed house - open market purchase  
1 x 2 bed bungalow / retirement unit - open market purchase

- **19 were assessed as being in need of affordable housing for rent or shared ownership**

3 x 1 bed home - affordable rented      2 x 1 bed flat - affordable rented  
1 x 2 bed house - affordable rented      7 x 2 bed house - shared ownership  
3 x 3 bed house - affordable rented      1 x 3 bed house - shared ownership  
2 x 2 bed bungalow - affordable rented

**THERE IS AN IDENTIFIED NEED FOR**  
**10 OPEN MARKET HOMES AND 19 AFFORDABLE HOMES**  
**IN WOLSTON IN THE NEXT 5 YEARS**  
**FOR THOSE WITH A LOCAL CONNECTION**

## Appendix 1 - Housing Need Analysis

The vast majority of responses were from people who felt that they were adequately housed at present. These respondents completed a form primarily to offer their support, objection or thoughts towards 'local needs' housing and comments on life in the Parish. It was, therefore, not necessary to process these in the 'housing needs analysis' as they had not indicated a housing need for the next 5 years.

### i) Respondent analysis

The following table lists details of the respondents who stated that they are in housing need in the next 5 years. They were asked to identify what they felt is needed in terms of property type and size together with a preferred tenure type. In reality it may not be possible to meet the aspirations of each respondent.

Incomes and likely property prices are considered in order to ensure that any proposed future homes would indeed meet the needs of those to be housed. Therefore a 'likely allocation/purchase' is suggested to outline realistic provision. The collated results of these responses are illustrated overleaf.

As for respondents who are included in the table overleaf and indicated a need for affordable housing in the next 5 years (the validity period of the Housing Needs Survey report), the analysis behind the individual responses has been explained on page 7.

Type of housing required	Alternative housing required in...	House					Bungalow					Flat					TOTAL	
		1 bed	2 bed	3 bed	4 bed	5+ bed	1 bed	2 bed	3 bed	4 bed	5+ bed	1 bed	2 bed	3 bed	4 bed	5+ bed		
Open market housing (owner occupier)	Immediately																	0
	<2 years			2						1								3
	2-5 years		1	3	1								1					6
	5-10 years	1			1					3	2					1		8
Retirement housing (open market)	Immediately																	0
	<2 years																	0
	2-5 years								1									1
	5-10 years								3									3
Private renting	Immediately																	0
	<2 years																	0
	2-5 years																	0
	5-10 years																	0
Affordable shared ownership (Housing Association)	Immediately																	0
	<2 years		4	1														5
	2-5 years		3															3
	5-10 years		4															4
Affordable renting (Housing Association)	Immediately			2						1								3
	<2 years	2		1									2					5
	2-5 years	1	1							1								3
	5-10 years	2		1						1	1					2		7
<b>TOTAL</b>		6	13	10	2	0	1	11	2	0	0	5	1	0	0	0	0	51

## ii) Affordable housing need analysis

The following table lists details of those respondents who stated that they are in affordable or intermediate housing need. Respondents were asked to identify what they felt is needed in terms of property type and size together with a preferred tenure type. In reality it may not be possible to meet the aspirations of each respondent. Incomes and likely property prices are considered in order to ensure that any proposed future homes would indeed meet the needs of those to be housed. Therefore a 'likely allocation' is suggested to outline realistic provision.

RESPONDENTS BELOW HAVE A NEED THAT IN THE NEXT 5 YEARS						
Ref	Local Connection?	On Housing Register?	Household details	Reasons for need	Preferred home and tenure	Likely allocation / purchase
11	Yes	No	Single person living in affordable rented home	Needs larger home	2 bed house / bungalow - Affordable rented / shared ownership	2 bed house - Shared ownership
14	Yes	No	Single person living in private rented home	Needs smaller, cheaper home with security of tenancy	1 / 2 bed bungalow - Affordable rented	2 bed bungalow - Affordable rented
20	Yes	No	Single person living in shared home	Needs smaller, cheaper, independent home following change of circumstance	2 bed house - Shared ownership	2 bed house - Shared ownership
27	Yes	No	Family living with parents	Need first home	2 bed house / bungalow / flat - Affordable rented	2 bed house - Affordable rented



Ref	Local Connection?	On Housing Register?	Household details	Reasons for need	Preferred home and tenure	Likely allocation / purchase
38	Yes	No	Single person living with parents	Needs first home	2 / 3 bed house - Shared ownership	1 bed home - Affordable rented
67	Yes	No	Single person living in private rented home	Needs larger, cheaper home with security of tenancy	2 bed house - Affordable rented / shared ownership	1 bed home - Affordable rented
93	Yes	No	Single person living with parents	Needs first home	2 bed house - Shared ownership	2 bed house - Shared ownership
106	Yes	No	Single person living with parents	Needs first home	1 / 2 bed house / bungalow / flat - Affordable rented / shared ownership	2 bed house - Shared ownership
182	Yes	No	Family living in own home away from Parish	Want larger home closer to family	3 bed house - Shared ownership	3 bed house - Shared ownership
183	Yes	No	Single person living with parents	Needs first home	2 bed house / bungalow / flat - Affordable rented	1 bed home - Affordable rented
200	Yes	No	Single person living with parents	Needs first home	2 bed house - Shared ownership	2 bed house - Shared ownership

Ref	Local Connection?	On Housing Register?	Household details	Reasons for need	Preferred home and tenure	Likely allocation / purchase
203	Yes	Yes (RBC register & Housing Association list)	Single person living in affordable rented home	Physical / medical reasons	1 bed flat (ground floor) - Affordable rented	1 bed flat (ground floor) - Affordable rented
206	Yes	No	Single person living with parents	Needs first home	1 / 2 bed house - Shared ownership	2 bed house - Shared ownership
210	Yes	No	Single person living with parents	Physical / medical reasons	2 bed flat - Affordable rented	1 bed flat - Affordable rented
226	Yes	No	Single person living with parents	Needs first home	1 / 2 bed house - Shared ownership	2 bed house - Shared ownership
250	Yes	Yes (RBC register & Housing Association list)	Family living in affordable home away from the Parish	Need larger home and want to return to Parish to be close to family for care reasons	3 / 4 bed house - Affordable rented / shared ownership	3 bed house - Affordable rented
291	Yes	No	Family living in own home	Need larger but cheaper home and a change of tenure	4 bed house - Affordable rented	3 bed house - Affordable rented

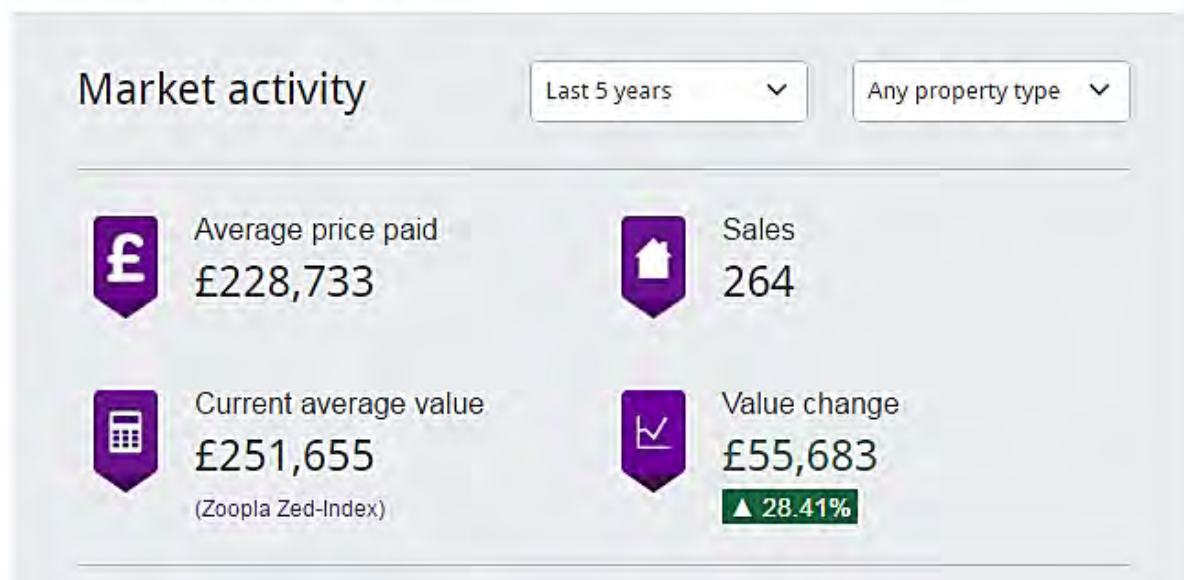
Ref	Local Connection?	On Housing Register?	Household details	Reasons for need	Preferred home and tenure	Likely allocation / purchase
310	Yes	Yes (RBC register & Housing Association list)	Family living in affordable rented home	Need larger home	3 bed house - Affordable rented	3 bed house - Affordable rented
326	Yes	Yes (RBC register & Housing Association list)	Couple living in affordable rented home	Need smaller home	2 bed bungalow - Affordable rented	2 bed bungalow - Affordable rented

The Rugby Borough Council Housing Register was also cross referenced and, following careful consideration, the Borough Council felt that Housing Register demand for properties in Wolston is minimal. On the rare occasions a property comes up in the Parish they are difficult to allocate and those with a local connection are always below 5 in number. The composition of the housing register is such that most applicants wish to live in Rugby Town (centre & suburbs) exclusively.

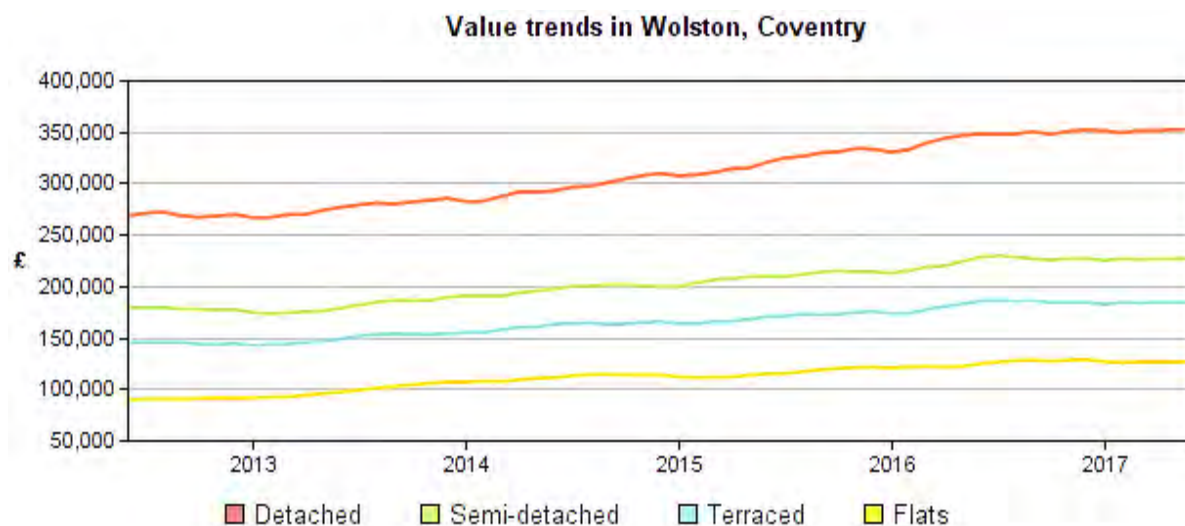
The Housing Needs Survey has shown that the vast majority of those that have come forward in affordable housing need are not on the Housing Register so work needs to take place to join up those in housing need and any affordable properties that become available in the Parish.

iii) House price trends

## Area guide for Wolston



Property prices in the Wolston have, overall, increased over the past 5 years. During that period prices have increased by an average of 28.41% (£55,683).



#### iv) Local context - properties for sale

By way of local context, the tables below shows prices of properties that were for sale or private rent in Wolston in May 2017 (source: [www.zoopla.com](http://www.zoopla.com)).

#### Current asking prices in Wolston

Average: **£274,716**

Property type	1 bed	2 beds	3 beds	4 beds	5 beds
Houses	-	-	<b>£297,917</b> (6)	<b>£309,975</b> (2)	-
Flats	<b>£65,000</b> (1)	-	-	-	-
All	<b>£65,000</b> (1)	-	<b>£297,917</b> (6)	<b>£309,975</b> (2)	-

#### Current asking rents in Wolston

Property type	1 bed	2 beds	3 beds	4 beds	5 beds
Houses	-	-	-	-	-
Flats	-	-	-	-	-
All	-	-	-	-	-

The 'open market' contains a one bed flat, 6 three bed houses and 2 four bed houses.

There are currently no properties for rent in Wolston.

**Affordability is calculated using a mortgage multiplier of 3.5 times household income with a 20% deposit.**

Based on the affordability criteria explained above, to purchase the 'cheapest' property on the market (a 1 bed flat at £65,000) would require a deposit of £13,000 and income of almost £15,000 per annum. To afford a property with more than one bedroom would require substantially more. The 'cheapest' house on the market is a 3 bed semi detached house which is asking for offers over £220,000. To afford a mortgage for this house the purchaser would require a deposit of £44,000 and income in excess of £50,000.

## v) Local context - properties sold

### Property value data/graphs for Wolston

Property type	Avg. current value	Avg. £ per sq ft.	Avg. # beds	Avg. £ paid (last 12m)
Detached	£352,380	£268	4.1	£308,598
Semi-detached	£226,532	£241	3.0	£228,672
Terraced	£184,097	£241	2.7	£199,019
Flats	£126,063	-	1.8	£126,500

The average property price for actual sales since June 2016 (total 48 sales) can be seen on the right hand column of the chart above. The average current value for each property type can be seen in the left hand column.

Based on the affordability criteria explained above, to purchase a flat at the average price paid over the last 12 months (£126,500) would require a deposit of £25,300 and income of almost £29,000 per annum. To get a mortgage for a terraced house based on sales prices for the last 12 months (£199,019) would need a deposit of almost £40,000 and a household income of nearly £45,500.

## Appendix 2 - Respondent details

A total of 1,197 survey forms were distributed and 326 were received in return, giving a return rate of 27% against the number distributed. In our experience this is an average level of response for a survey of this kind in a parish of this size. It is only those who have a housing need or are interested in a local development and general parish life that are likely to respond.

### i) Household type

The questionnaire asked Parish residents to indicate the type of household they are. This enabled the chart below (fig 1.1), to be produced:

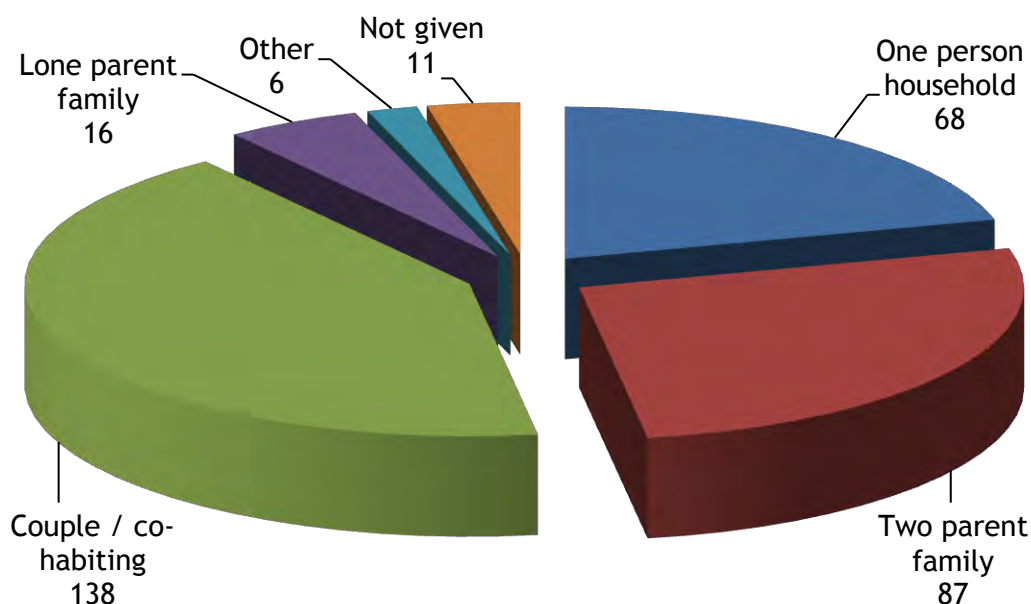


Fig 1.1 - Household type

Fig 1.1, above, shows the breakdown of households that responded to the survey.

The largest number of responses (42%) was from those living in from couple / co-habiting households. 32% of responses were received from family households (27% of total responses from two parent families and 5% from lone parent families).

There were 21% of responses from one person households and 2% from households that classed themselves as 'other.'

## ii) Tenure of all respondents

The current household tenure of respondents is given in the chart below (fig 1.2):

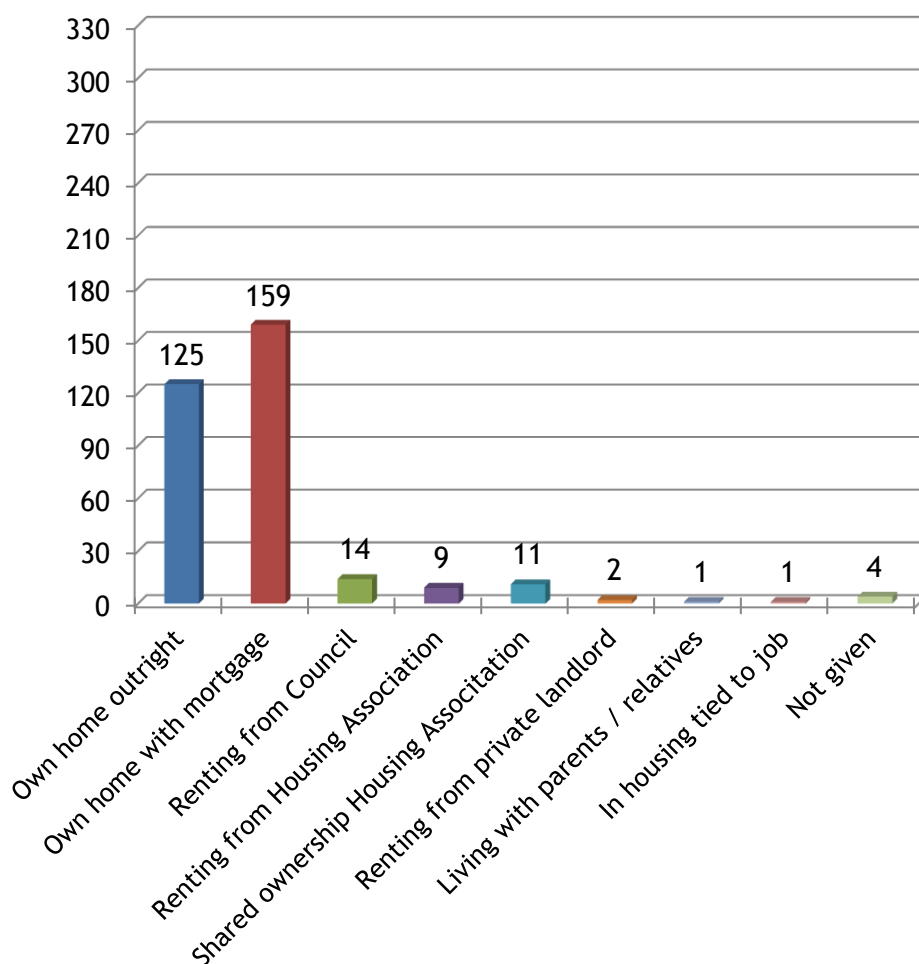


Fig 1.2 - Tenure of respondents

It shows that owner-occupiers were by far the largest tenure group accounting for 87% of replies (49% of total survey respondents have a mortgage on their home and 38% have no outstanding mortgage on their property).

8% of responses came from those living in rented accommodation (4% live in a rented council house; 3% rent from a housing association; 1% from those in privately rented accommodation). Households that are living in shared ownership homes made up 3% of responses.



### iii) Property Types

The following chart (fig 1.3) details the type of property that respondents currently reside in:

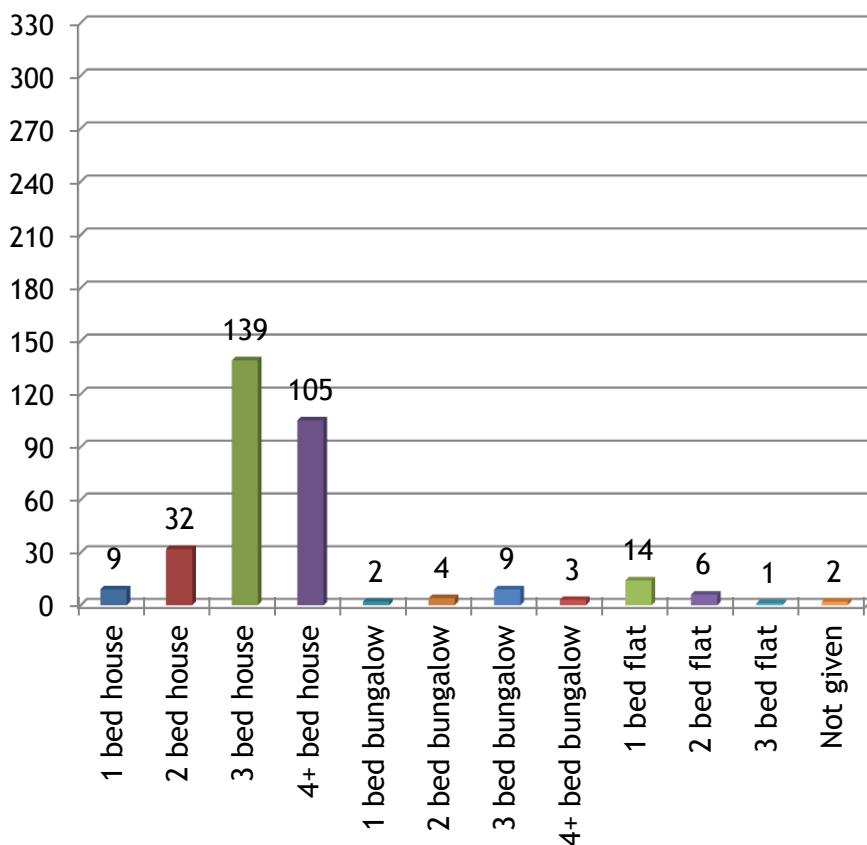


Fig 1.3 - Property types

87% of responses came from those who live in a house; 6% from those who live in a bungalow; and 7% from those who live in a flat.

Those living in 3 bedroom houses were the largest group (43% of responses), followed by those living in 4+ bedroom houses (32%).

iv) Length of residence in Parish

The length of time that respondents have lived in the Parish is given in the chart below (fig 1.4):

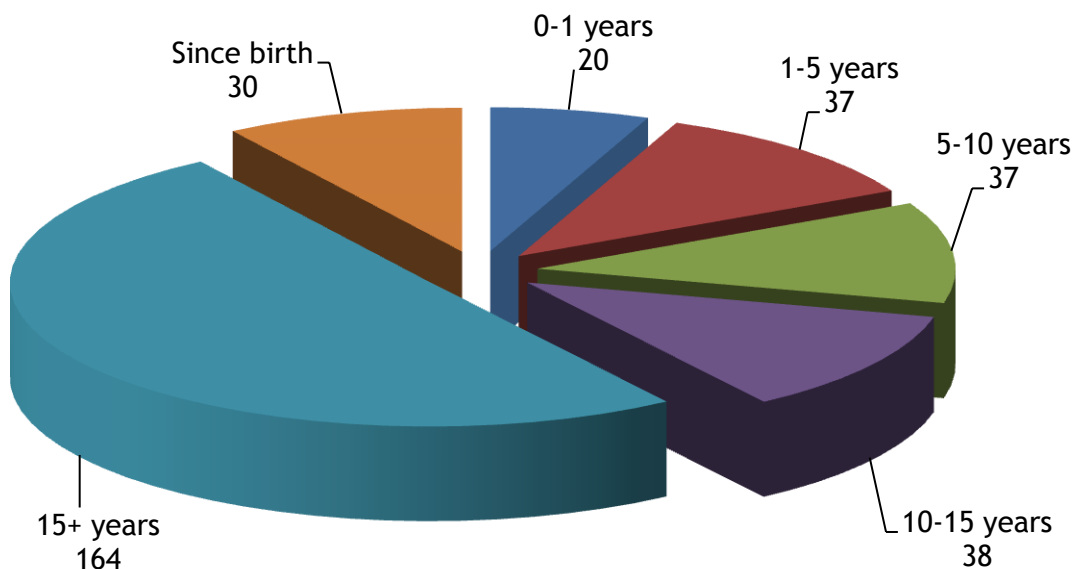


Fig 1.4 - Length of residence in Parish

It shows that 9% of responses came from those that have lived in the Parish since birth and 50% from those who have lived there for in excess of 15 years.

12% of respondents have lived in Wolston for between 10 and 15 years, and 11% have been there for between 5 and 10 years. 12% of responses came from those who have lived in the Parish for between 1 and 5 years, whilst 6% came from households who have lived in the Wolston for under a year.

v) **Anticipated next home move - tenure**

The following chart (fig 1.5) shows the tenure that respondents expect to move into in their next home move:

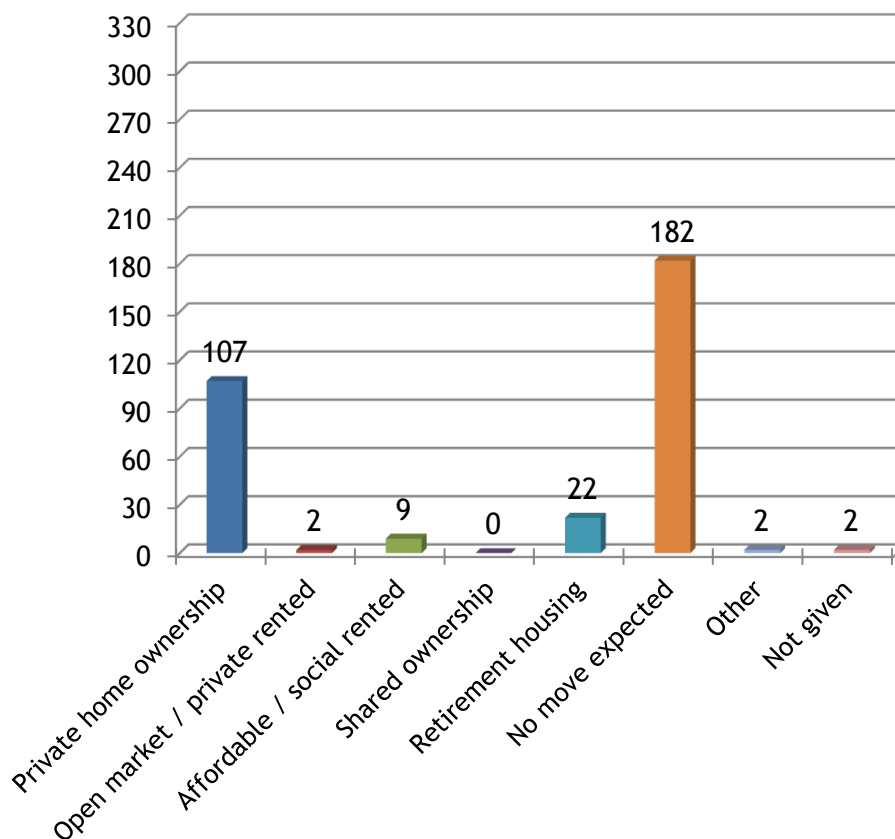


Fig 1.5 - Anticipated tenure for next home move

56% of completed questionnaires came from Parishioners who do not expect to move home again. 33% of people anticipate their next property being a privately owned home and 3% believe they will move into rented housing (0.5% to private rented, 2.5% to affordable rented housing). Retirement housing is the expected next move for 7% of respondents.

vi) **Anticipated next home move - time**

The timescale for the anticipated next move for respondents is detailed below (fig 1.6):

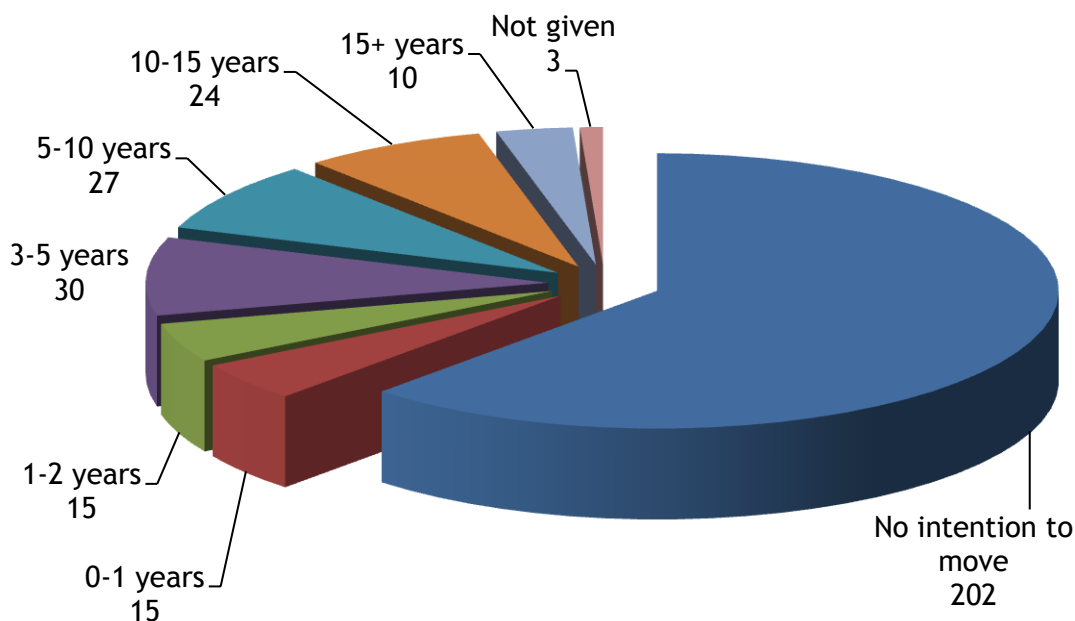


Fig 1.6 - Anticipated tenure for next home move

62% of responses came from households that do not expect to move again and 3% expect any move to be at least 15 or more years away. 7% of respondents expect their next home move to be in 10-15 years and 8% anticipate moving in 5-10 years time.

9% believe they will move in 3-5 years whilst 10% of respondents expect to move within 2 years.

Many respondents made additional comments about their reasons for moving and their thoughts on what would be important to them in terms of future housing. The themes of these comments are shown in the word cloud below with the larger words representing more frequently subjects (i.e. ‘downsizing’ was mentioned in 20 different responses; ‘single storey’ was mentioned in 2 responses):



vii) **Life in the Parish**

The following two charts detail respondents' answers to the 'life in the Parish' questions.

The views expressed allow a picture of life within the Parish to be built up. This information can help assess whether any homes that are subsequently provided in the Parish will be 'sustainable.' Ensuring that people will want to take up tenancies and live in a Parish both now and in the future are important factors when considerations around the provision of new homes take place.

The first question asked Parish residents how they felt about the 'positive' factors of life in Wolston.

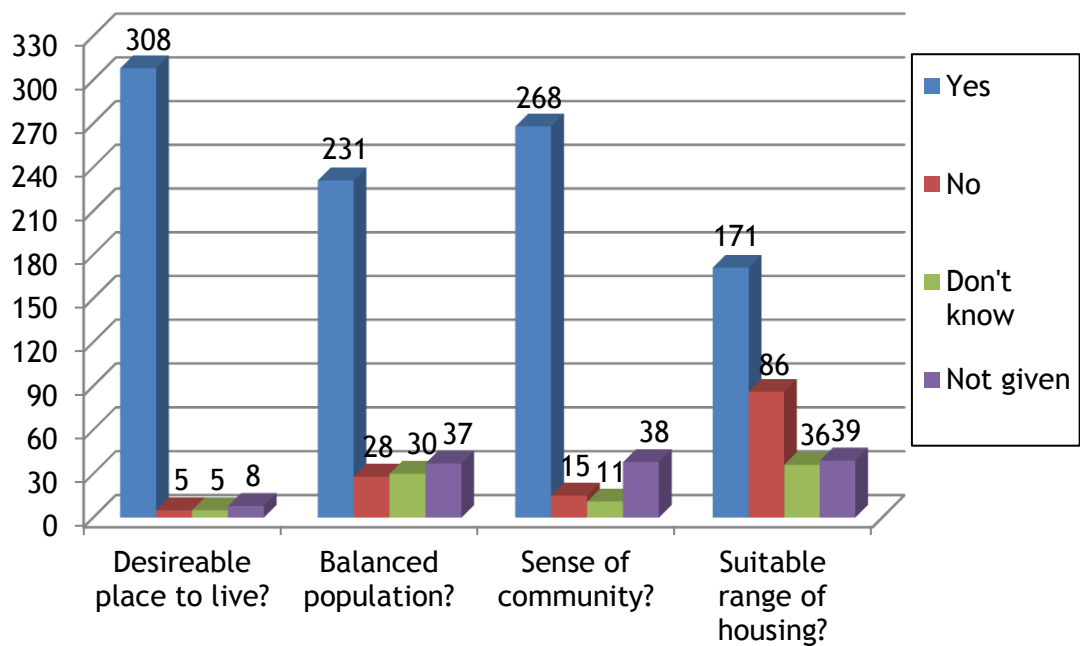


Fig 1.7 - Life in the Parish - positive factors

From fig 1.7, above, it can be seen that the majority of respondents are very positive about life in Wolston. 94% believed that the Parish is a desirable place to live and 82% thought that it enjoys a sense of community.

71% of completed questionnaires came from those who believed that the Parish has a balanced population (9% did not). 52% of responses said that the Parish has a suitable range of housing whilst 26% said that it does not.

The second question sought Parish residents' perceptions on the potentially negative aspects of life in the Parish.

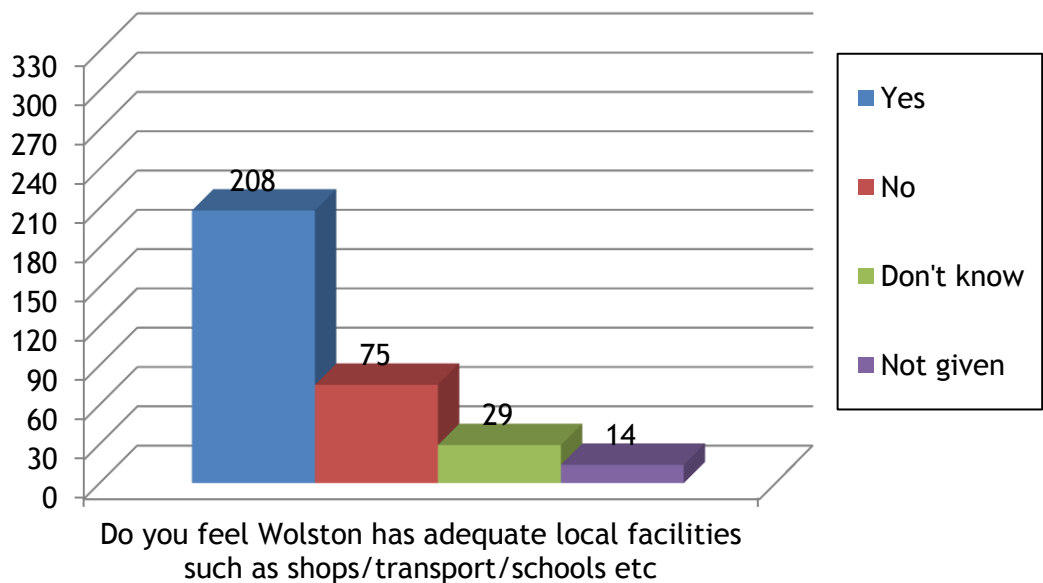
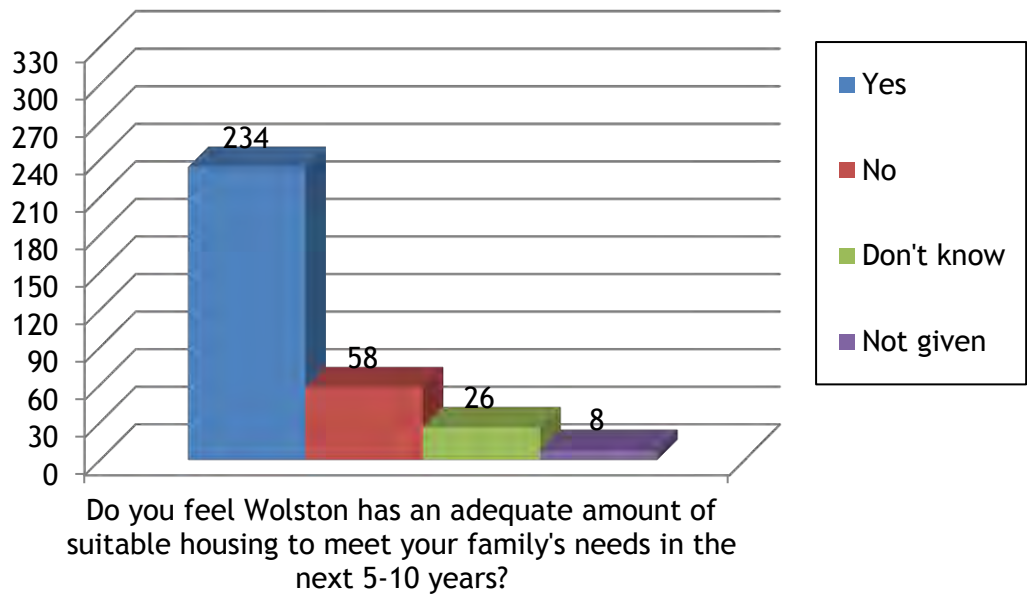


Fig 1.8 - Life in the Parish - potentially negative factors

As can be seen from fig 1.8, above, 72% of respondents believed that there is an adequate amount of suitable housing in Wolston to meet the needs of their family in the next 5-10 years whilst 18% of returned surveys felt that there is not.

Respondents' perception on whether the Parish is well served by facilities saw 34% of respondents stating that there are adequate facilities in the Parish whilst 23% felt that there are not.

Some respondents provided further details around their thoughts on this question. The main themes for these can be found on the word clouds below, with the largest words being the most frequently mentioned in comments:

Adequate and suitable housing to meet your family's needs?

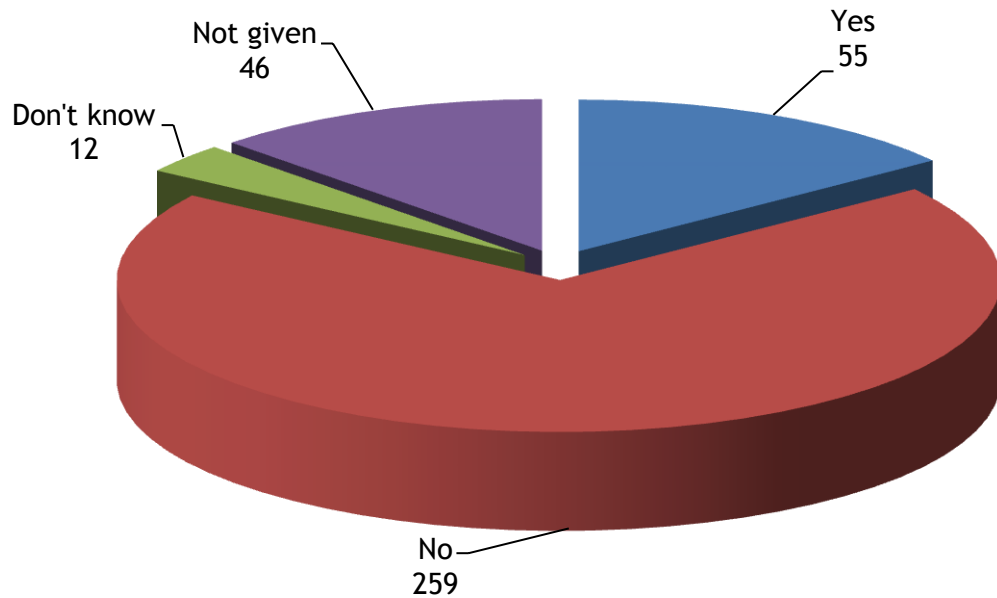


Adequate facilities?



**viii) Migration**

The survey also asked whether respondents knew of people who had been forced to leave the Parish because of a lack of suitable or affordable accommodation.



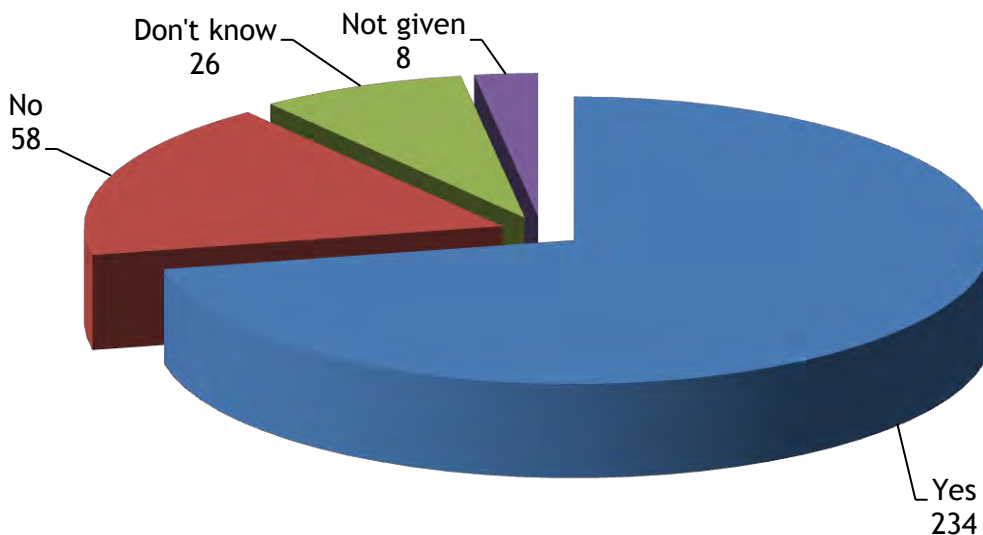
*Fig 1.9 - Migration*

Fig 1.9 shows that 17% of Parish residents who returned questionnaires were aware of others who have had to leave the Parish in the last 5 years due to a lack of suitable or affordable accommodation.

These 'leaving' people/families may have been 'double counted' within this figure, but the number is still noteworthy considering the size of the Parish and the timescale involved.

**ix) Support for a housing scheme for local people**

One of the fundamental questions in the survey is that which asks whether people are in favour of a small scheme of homes (5-10 units) in the Parish for local people.



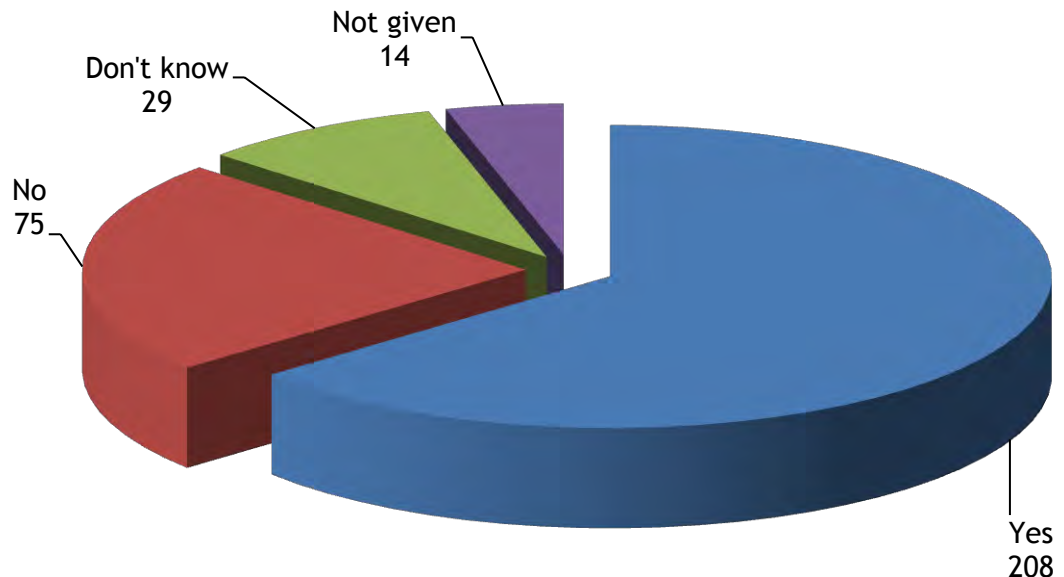
*Fig 2.0 - Support for affordable homes for local people*



Fig 2.0, above, shows that 72% of respondents stated that they are in favour of an small housing scheme for local people and would support such development while 18% said that they are not in favour. 8% of respondents were not sure at this stage.

**x) Support for an ‘in perpetuity’ clause on any new affordable homes**

Parishioners were then asked if the results of this survey indicated a need for additional housing for local people with a strong local connection, would they be supportive of an ‘in perpetuity’ clause being added to any new houses to ensure that these properties are only available to people with a strong local connection.



*Fig 2.1 - Support for an ‘in perpetuity’ clause*

Fig 2.1, above, shows that 64% of respondents stated that they would be in favour of an ‘in perpetuity’ clause on any new housing for local people while 23% said that they would not be in favour.

## Appendix 3 - Contact information

### Midlands Rural Housing

Whitwick Business Centre  
Stenson Road  
Coalville  
Leicestershire  
LE67 4JP



Telephone: 0300 1234 009

Email: [richard.mugglestone@midlandsrural.org.uk](mailto:richard.mugglestone@midlandsrural.org.uk)

web: [www.midlandsrural.org.uk](http://www.midlandsrural.org.uk)



@MidlandsRural

# APPENDIX 2



Approximate site location boundary

# APPENDIX 3



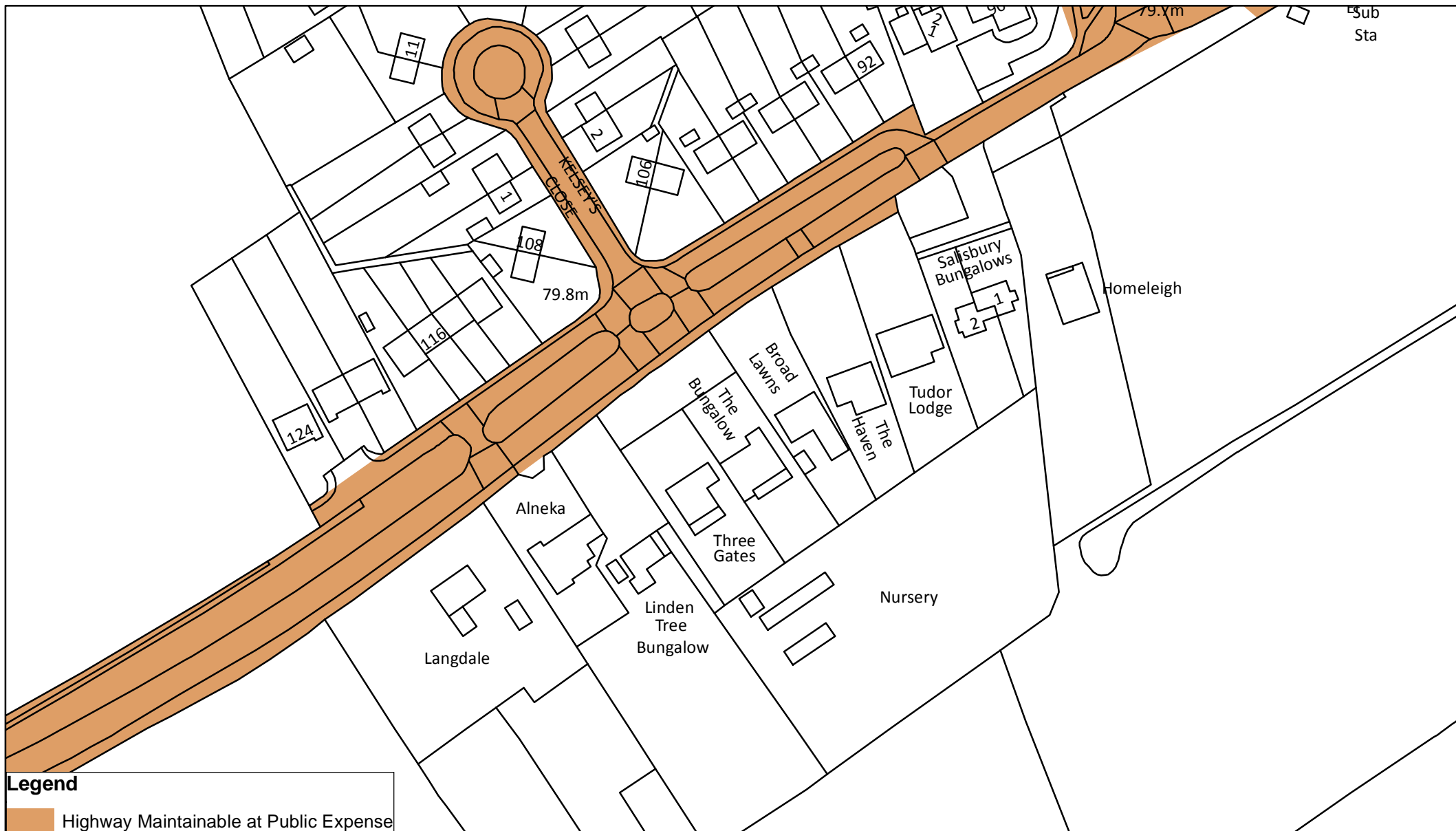
Ditch between Linden Tree Bungalow and the Allotments along south eastern boundary of site – March 2018



Ditch between Linden Tree Bungalow and field at Grounds Farm along south eastern boundary of site – March 2018

# APPENDIX 4

# Warwick Road, Wolston, CV8 3GZ



**Legend**  
Highway Maintainable at Public Expense

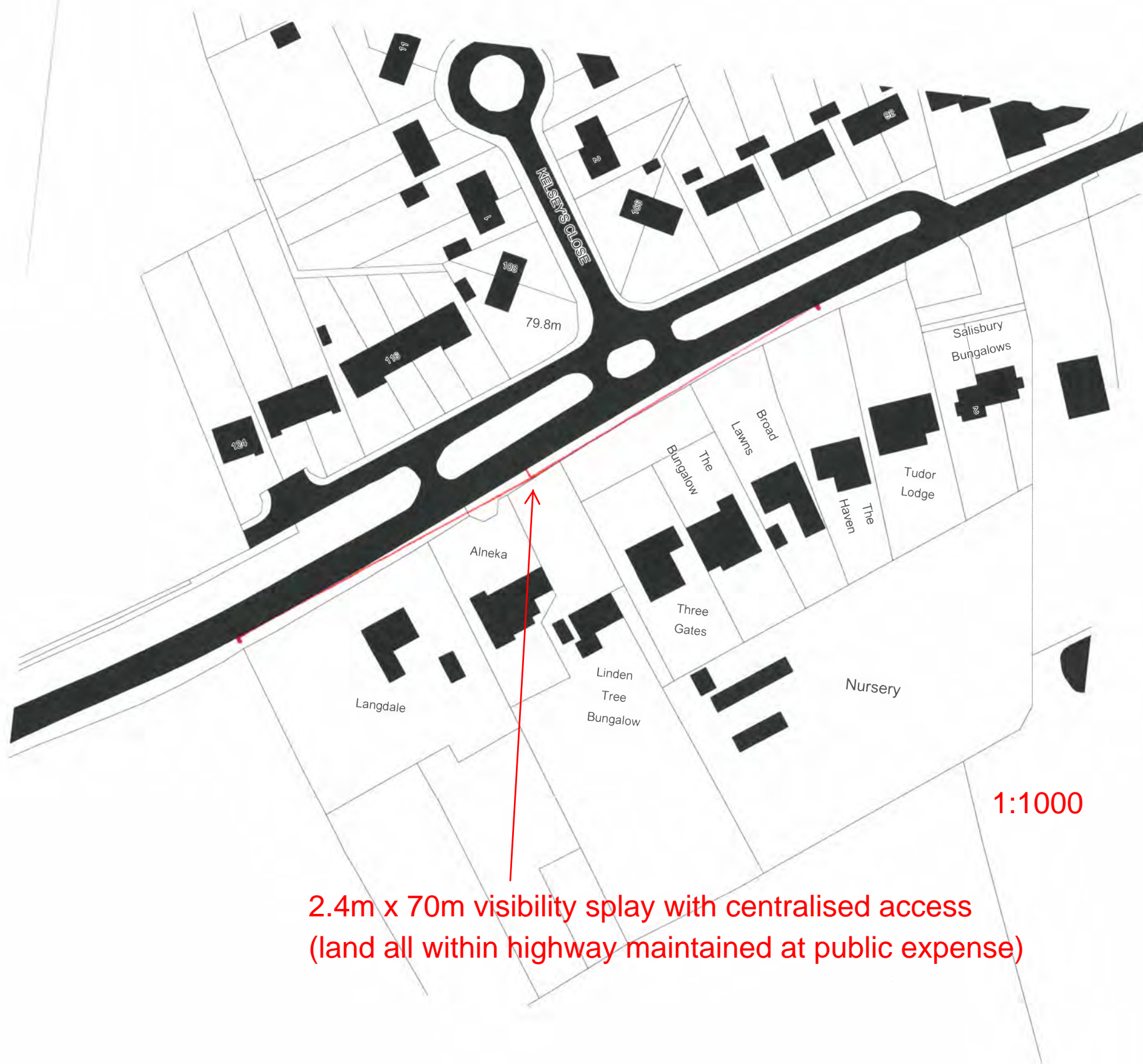
This plan has been produced in response to the enquiry referred to in the title address and should not be used for any other purpose, as its accuracy cannot be guaranteed. This plan is based on Ordnance Survey mapping and therefore only shows the general position of the boundaries, not their exact line. Vehicular rights cannot be assumed or implied from this plan. If roadside ditches are present, the legal presumption without evidence to the contrary is that these do not form part of the publicly maintainable highway. The highway boundaries depicted on this plan are based on currently available evidence. Whilst the County Council as highway authority believes the information to be correct it should be noted as a matter of highway law that only a Court can issue the definitive interpretation on matters of highway status and extent.



Communities  
28 Feb 2018



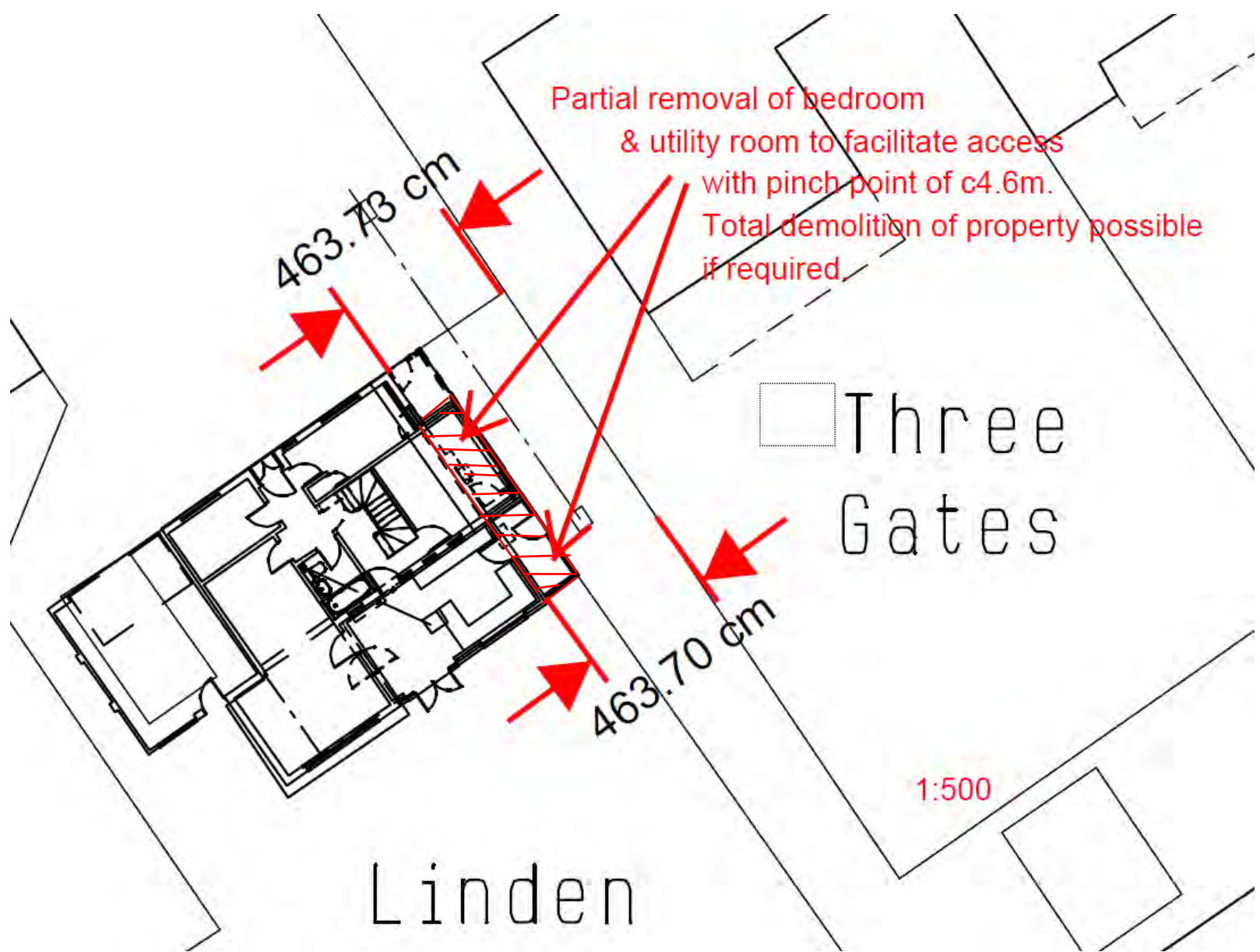
# APPENDIX 5



2.4m x 70m visibility splay with centralised access  
(land all within highway maintained at public expense)

1:1000

# APPENDIX 6



Partial removal of bedroom  
& utility room to facilitate access  
with pinch point of c4.6m.  
Total demolition of property possible  
if required.

□ Three  
Gates

Linden

1:500

# APPENDIX 7



Footpath to left linking Paddocks Close to Wolston St Margaret's School.



Footpath to rear of properties on Paddocks Close linking Paddocks Close to Wolston St Margaret's School.  
Part of the Coventry Way.



Footpath linking Wolston St Margaret's School to Paddocks Close.

# APPENDIX 8



## **Wolston Neighbourhood Plan**

### **Steering Group meeting 15<sup>th</sup> June 2016**

1. **Apologies** were received from Tim Willis, Dave Smith, Kevin Payne, Caroline Payne, Lesley Blay, Jessica Blay, Sally Beament, Paul Simmonds, Olivier Salliofest, and James Logan. A list of those present (12) was collected.
2. **Minutes of the last meeting** because of the proximity of this meeting to the last, we agreed that the secretary may bring the minutes of the meeting on 8<sup>th</sup> June 2016 to our next Steering Group meeting.
3. **Report back from the meeting with RBC Development Strategy Team:** Jock Rainey summarised the report from the meeting on 9<sup>th</sup> June 2016, at which Tim Willis, Bob Grainger and Gillian Waddilove for the NP Steering Group met the RBC team and Co. Cllr Heather Timms, to hear about the revised Wolston Site Allocations Development Pack. Our team made the point agreed about lack of time for sharing information with the village community. The RBC team understood our concern but were unable to change the timetable for the Rugby Local Plan, for which the Pack is part of the preparation. The team took us through the 8 sites included in the Pack, concluding that only one (behind Linden Tree Bungalow, Warwick Road) is suitable to put forward for allocation. The team is still considering problems found concerning the site off Dyers Lane behind the telephone exchange. We understand that only this one change to the village boundary with the Green Belt will be proposed in the RBC Local Plan. Our team pointed out that there is a perceived need for starter homes, social housing and homes suitable for 'downsizing' in the village.
4. The Co-ordination Group suggested that this meeting agree that we should inform Rugby Borough Council we support the one change to the village boundary to include the Linden Tree site. The CG also suggests that we need to inform the village community about the proposals for the Rugby Local Plan. It is proposed that we do this by delivering a leaflet to every house in the Parish and by organising an opportunity for people to drop in and talk to some of us on Saturday 25<sup>th</sup> June, 9am to 12noon, at the Baptist Church.
5. Among questions from the floor was
  - a. 'Whether it will make any difference whether we as a Neighbourhood Plan team agree to the change or not?' The Co-ordination Group feel that if we are seen to cooperate on this matter, we may be in better standing for future discussions.
  - b. What will be built on the site put forward for allocation? That is not part of the process – once the village boundary is extended, anyone wishing to build will have to submit plans in the usual way.
6. It was proposed by Jim Griffin and seconded by John Smart that the Co-ordination Group should inform the RBC Development Strategy team that we support the one change to the village boundary that we know of, and that the CG take steps to inform the village community of the current position. Agreed unanimously.
7. CG members will comment on a first draft of the leaflet after this meeting closes.
8. No issues were raised as 'Any Other Business'.
9. **The next Steering Group meeting** is to be on **Wednesday 13<sup>th</sup> July at 7.30pm** in the Baptist Church. Gillian Waddilove will circulate Co-ordination Group members to arrange a meeting in the week before the next SG meeting. Working Group leaders are reminded that reports on plans and progress will be requested at the next meeting. The meeting closed at 9pm.

# APPENDIX 9

# Wolston Neighbourhood Plan

## Project Timetable - updated 21 January 2018

Task	Who	Task Duration (weeks)		Target Date
		Best	Worst	
<b>Stage 1 - Preliminaries, Publicity and Consultation</b>				
Prepare and submit Neighbourhood Area application to LPA	QB	1	2	✓
Statutory consultation on Neighbourhood Area application	LPA	6	7	✓
Neighbourhood Area designation approved	LPA	2	4	✓
Locality/Groundworks funding - expression of interest and bid application	QB	2	3	January 2018
Establish steering group and sub group structure, chair and vice chair	QB	1	2	✓
Declaration of interest forms completed	QB	1	2	✓
Establish terms of reference (optional)	QB	1	2	✓
Establish and publish calendar of public meetings	QB	1	2	✓
Undertake a skills audit to identify strengths and weaknesses of membership	QB	1	2	✓
Logo design and website/webpage creation	QB/Other	3	4	✓
Create and circulate mood cards (optional)	QB	1	2	✓
Establish an overarching strategy and vision for the NP	QB	1	2	✓
Questionnaires produced and delivered to parishioners (consultation 4-6 weeks)	QB/Other	2	4	✓
Arrange promotional open days/events	QB	2	4	✓
Pin map exercise for potential allocations	QB	2	4	April 2018
<b>Stage 2 - Plan Preparation</b>				
Analysis and summary of open days and questionnaires	QB/Other	2	3	April 2018
Produce draft structure of NP (chapters and sections)	QB/APS	1	2	May 2018
Site assessments for potential allocations	APS	1	2	March 2018
Produce first draft content of NP policies	QB/APS	12	16	May 2018
SEA screening exercise (required)	LPA	6	8	May 2018
Maps and diagrams finalised	Other	2	4	May 2018
SEA scoping exercise (if required)	LPA	4	6	May 2018

Employment/Economy Questionnaire - produced and delivered to parishioners	QB/Other	2	4	April 2018
Employment & Economy Questionnaire - data analysis	QB/Other	2	3	May 2018
<b>Stage 3 - Pre-Submission Version</b>				
Alternatives evidence for SEA	APS/Other	4	6	May 2018
Health check review of draft NP	APS/LPA	2	4	June 2018
Statutory consultation of pre-submission version (Regulation 14)	QB	6	7	July 2018
Analysis, summary and tabulation of consultation responses	QB/LPA	3	4	August 2018
Amendments and modifications to pre-submission version	APS	4	6	September 2018
Targeted consultation (if required)	QB	6	7	October 2018
Draft SEA for approval (if required)	Other	4	6	October 2018
Basic Conditions Statement (required)	APS	2	3	November 2018
Consultation Statement (required)	QB/APS	2	3	November 2018
<b>Stage 4 - Submission Version</b>				
Submit NP to LPA (with Submission Statement)	QB/APS	1	1	November 2018
Legal and process checks	LPA	1	2	November 2018
Statutory consultation period (Regulation 16)	LPA	6	7	January 2019
Appointment of examiner	LPA/QB	2	3	January 2019
Analysis, summary and tabulation of public consultation responses	LPA/QB	2	4	March 2019
Submission of NP to examiner	LPA	1	1	March 2019
<b>Stage 5 - Examination</b>				
Examination (written or hearing)	EX	3	5	April 2019
Receipt of examiners report for fact check purposes	LPA/APS	1	1	May 2019
Receipt and publication of examiners report	EX	1	1	May 2019
Post examination modifications	ALL	4	6	June 2019
Consultation on major changes (if required)	LPA	6	7	June 2019
<b>Stage 6 - Referendum</b>				
Submission of Referendum Version of the NP	QB/LPA	1	1	July 2019

Statutory publication of arrangements for referendum include date	LPA	6	7	July 2019
Referendum	LPA	1	1	August 2019
Consideration and adoption by LPA Cabinet/Full Council	LPA	4	6	September 2019
Plan is 'Made'	LPA	1	1	September 2019

**Updated - 21 January 2018**

NP = Neighbourhood Plan

QB = Qualifying Body

LPA = Local Planning Authority

APS = Avon Planning Services

EX = Examiner

SEA = Strategic Environmental Assessment