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Tuesday, 23 July 2019

To: Councillors R Blunt, F Bone, A Bubb and M Howland

Dear Member

**Custom Build and Self Build Policy Development Task Group**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Wednesday, 31st July, 2019 at 4.00 pm** in the **Meeting Room 2-4 - Second Floor, King's Court, Chapel Street, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

**AGENDA**

1. **Appointment of Chairman and Vice Chairman**
2. **Apologies for absence**
3. **Notes from the Previous Meeting** (Pages 3 - 6)
4. **Declarations of Interest**

Please indicate if there are any interests which should be declared. A declaration of interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

These declarations apply to all members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area

**5. Members Present Under Standing Order 34**

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

**6. Discussion with individual regarding their experience of Custom and Self Build**

**7. Council Owned Sites**

**8. Policies Update**

**9. Any Other Business**

**10. Date of the next meeting**

Wednesday 20<sup>th</sup> November 2019 at 4.00pm in Meeting Room 2:4.

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

**CUSTOM BUILD AND SELF BUILD POLICY DEVELOPMENT TASK GROUP**

**Minutes from the Meeting of the Custom Build and Self Build Policy Development Task Group held on Thursday, 4th April, 2019 at 4.00 pm in the Meeting Room 2-4 - Second Floor, King's Court, Chapel Street, King's Lynn**

**PRESENT:** Councillors R Blunt, A Bubb, C J Crofts, Mrs S Fraser and Mrs E Watson

**Officers:**

Alex Fradley, Principal Planner  
Karl Patterson, Housing Development Officer  
Nikki Patton, Housing Strategy Officer  
Hannah Wood-Handy, Principal Planner

**1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bird, Mrs Collop, Manning, Duncan Hall and Alan Gomm.

**2 DISCUSSION WITH INDIVIDUAL WHO IS ON THE REGISTER REGARDING THEIR EXPERIENCE OF CUSTOM AND SELF BUILD**

This item was deferred to the next meeting.

**3 NOTES FROM THE PREVIOUS MEETING**

The notes from the previous meeting were agreed as a correct record.

**4 DECLARATIONS OF INTEREST**

There was none.

**5 MEMBERS PRESENT UNDER STANDING ORDER 34**

There was none.

**6 COUNCIL OWNED SITES**

Investigations were continuing to bring forward Bradfield Place, Stoke Ferry. Those present were reminded that Planning Permission had been granted for part of the site for ten homes and the second part of

the site was included in the Local Plan review as a proposed allocation. It was anticipated that the site would be brought forward in phases.

The site had been valued and there was little difference in return between selling the site with planning permission to selling serviced plots for custom and self-build.

A report would be taken to the Council's Project Board to proceed with custom build on the first phase of the site which already had planning permission. An indicative plan would also be created for the whole site, which would include the affordable housing contribution and play area if required. It was noted that there would be no CIL.

It was noted that Stoke Ferry were in the process of creating a Neighbourhood Plan and officers were assisting as required.

The Chairman asked if any other Council owned sites had the potential for custom and self-build and it was explained that work was being carried out with Property Services to identify any appropriate sites.

**ACTIONS:** The Task Group to be kept updated on progress.

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## **POLICIES UPDATE**

Alex Fradley explained that the draft Local Plan review was seeking to give consideration to custom and self-build housing in line with the Custom and Self-Build Action Plan. Existing and newly proposed site allocations could come forward as custom and self-build sites. A policy was also being proposed which would allow for sensitive residential development to take place outside of the development boundaries for places listed in the settlement hierarchy. As part of this greater weight would be given to those proposals for custom and self-build developments. The Local Plan review would also encourage and support proposals for custom and self-build.

Councillor Blunt commented that, going forward greater knowledge was required for the delivery of custom and self-build sites and this would potentially see more sites delivered this way.

The Custom and Self-Build Assessment tool would also act as supporting evidence to the policies which were proposed in the Local Plan review to demonstrate the need for custom and self-build plots.

The Group discussed custom and self-build mortgages and the perception of neighbouring residents and Parish Councils in relation to custom and self-build. Nikki Patton commented that there was a lot of information regarding financing on the NACSB website.

The Group discussed a recent planning application which was considered and approved by the Planning Committee for custom build

units in Ingoldisthorpe. It was suggested that the Group could perhaps conduct a site visit in the future and officers could provide a case study on the site and the site in Upwell.

It was suggested that Parish Councils would benefit from further information on the Local Plan and custom and self-build opportunities. It was explained that in the new Municipal Year an information session was being arranged and this information could be incorporated into the session.

It was also suggested that a custom and self-build newsletter could be produced and circulated to Parish Councils.

**ACTIONS:** (i) Potential Site Visit to Ingoldisthorpe in the future.  
(ii) Case study and lessons learnt from Ingoldisthorpe and Upwell.  
(iii) Information on custom and self-build to be provided to Parish Councils.  
(iv) Potential custom and self-build newsletter to Parish Councils.

## 8 **REGISTER UPDATE**

The Three Dragons demand Assessment now provided a more comprehensive assessment of the demand for custom and self-build in the area.

## 9 **FINAL DRAFT OF THE CUSTOM AND SELF BUILD ASSESSMENT**

The Three Dragons demand assessment had been circulated to the Task Group in advance of the meeting. The assessment looked at the demand, the typical custom and self-build customer and the type of house.

The assessment had resulted in a demand of approximately 83 units per year. Currently approximately 50 sites were being brought forward per year.

**AGREED:** The demand assessment be published on the Borough Council's website and published in the Members Bulletin.

## 10 **ANY OTHER BUSINESS**

The Chairman thanked those Members of the Task Group, who were not seeking re-election, for their contribution to the Task Group.

## 11 **DATE OF THE NEXT MEETING**

The next meeting of the Custom Build and Self Build Policy Development Task Group was scheduled to take place on Wednesday 31 July 2019 at 4.00pm in Meeting Room 2:4.

**The meeting closed at 5.16 pm**