

Terms of reference

Name of the Group - Housing and Housing Need

Purpose of the Group - To assist Perranuthnoe Parish Council in the research, development and consultation in relation to the preparation of the Neighbourhood Plan for Perranuthnoe Parish

Specific work plan of the group

- Gather information relating to the need for affordable housing across the parish including the existing number of affordable homes, the number of affordable homes granted permission and identify any mismatch in terms of numbers, type and tenure.
- Assist in the preparation of design guidance for the Parish to reflect the local styles that are appropriate in different parts of the Parish.
- Ascertain the number of Second Homes and/or Holiday lets in the Parish
- Carry out further research or consultation as requested by the Parish Council as the plan progresses
- To report to monthly meetings of Perranuthnoe Parish Council (through the nominated Councillor) on progress

Membership of the Group- The group will comprise of at least two members of Perranuthnoe Parish Council along with co-opted individuals with the range of skills required to progress the work. All members of the group will be volunteers who will be requested to declare any interests they have in property or development (and where appropriate absent themselves from discussions) to ensure that any potential conflicts of interest do not adversely effect the groups work

Servicing and support- The group will be Chaired by a member of Perranuthnoe Parish Council who will arrange meetings as required and report back to the council on progress. The council will cover the costs of hiring meeting rooms if required

Frequency of meetings-It is envisaged that the group will initially meet on a monthly basis or more frequently should it be required

Likely skills/experience requirements of members of the working group

- architectural or design
- planning
- administrative
- policy writing
- proof reading
- graphic design
- marketing
- knowledge of the local area