

Linkinhorne Parish Housing Working Party

Terms of Reference

Date adopted 6th February 2020

The Linkinhorne Parish Housing Working Party came together in response to the identification of unmet local housing need in the Parish of Linkinhorne and with the support of Cornwall Community Land Trust (CCLT). The Working Party is an informal advisory body with a loose membership of local people. It will not hold assets, not commission work, not take on any liabilities nor can it make any binding decisions.

Purpose:

To assess, instigate, support and advise on efforts to address unmet need for affordable homes for local families and individuals in the Linkinhorne Parish area and make recommendations thereon to the Parish Council for consideration by it and CCLT.

Aims:

- To offer a locally based sounding board and advisory group to Cornwall CLT and any other similarly constituted not for profit body working towards the purpose of the Working Party.
- To assist and advise with efforts to assess the extent of unmet housing need in the local area.
- To comment and advise on the most effective and appropriate methods of meeting the identified housing need.
- To undertake any other actions to further the purpose of the Working Party.

In undertaking the foregoing to act in conformity with the emerging Linkinhorne Neighbourhood Development Plan and give priority to compliant proposals for affordable housing held in perpetuity for local people that also include a significant element of non-housing community benefit.

Membership:

Meetings and activities of the Working Party will be open to anyone who either lives in, works in or has established connections (through having lived and worked in, having family or other significant long-standing connection) in the Linkinhorne Parish

area and who intends to make a constructive contribution to advance the purpose of the Working Party.

There will be no restriction on membership numbers other than it shall include not less than 3 members appointed by the Parish Council. The Chairman will be one of the Members. A circulation list of invitees will be kept but it is not the intention of the Working Party to maintain an accurate up to date 'membership' list as such.

Declarations:

Attendees at all meetings and events will be asked to declare if they have any pecuniary or other declarable interest in planning, land ownership, development, affordable housing or any other of the interests or potential interests of the Working Party. To avoid a conflict of interest no landowner offering a site for consideration shall participate in discussion on the potential allocation of sites as a Member of the Working Party.

Outside bodies:

The Working Party may invite representatives from any outside body to its meetings and events.

Operation & responsibilities:

For the time being Cornwall CLT will provide administrative assistance to the Working Party; including meeting records, administrative actions taken and facilitating matters on behalf of the Working Party.

The Working Party may from time to time elect or appoint officers/convenors who can be delegated to act on its behalf between meetings.

Working Party Members will at all times respect legal requirements, confidentiality and laws relating to data protection etc.

The Working Party will meet as and when it is deemed appropriate and wherever possible its views will be arrived at by consensus. Where consensus is not possible the nature of the difference shall be reported to the Parish Council and CCLT.

Quorum:

The Working Party will be quorate when it has at least 2 local resident (i.e. non CCLT) members present.