

To ALL MEMBERS OF THE TOWN COUNCIL

You are hereby summoned to attend an Additional Meeting of **Rye Town Council** to be held on **Monday 29 February 2016**, immediately following the Planning & Townscape Committee meeting (but no earlier than 6.45pm) at **The Town Hall, Market Street, Rye**, when it is proposed to transact the following business:

115 APOLOGIES

To accept any apologies for absence.

116 CODE OF CONDUCT

To receive any declarations of interest required under the Council's Code of Conduct – and to consider any written applications made by Members to the Clerk for a dispensation to allow them to participate in, and vote on an agenda item for which they have a Disclosable Interest.

117 COUNCIL MINUTES

To approve and to authorise the Chairman to sign the Minutes of the meetings held on 1 February 2016 (C10) and 1 February 2016 (C11).

118 AFFORDABLE ACCOMMODATION: PROVISION

To consider: the notes of the Affordable Accommodation Working Group meeting held on 8 February; the 2-bed costing provided – and the Working Group's Recommendations. **Affordable Accommodation WG, Clerk**

119 JULIAN HODGE BANK: AMENDED MANDATE**PROPOSALS FOR RESOLUTION**

- A** That accounts be continued with Julian Hodge Bank Limited at 29 Windsor Place, Cardiff CF10 3BZ.
- B** That the Bank be instructed to honour and debit to the accounts of Rye Town Council whether in credit or overdrawn or becoming overdrawn in consequence of any such debit all cheques drafts or other orders or receipts for money signed on behalf of Rye Town Council provided that they are signed by **any two** of Michael Boyd, Jonathan Robert Breeds, Bernardine Lee Fiddimore, Josephine Clare Kirkham.
- C** That being no longer Members of Rye Town Council Granville Hamilton Bantick and Mary Jean Smith be removed as account signatories.
- D** That the Bank be furnished with a list of the names of the Members of Rye Town Council and the Town Clerk and that the Bank be authorised to act on any information given by the Town Clerk as to any changes therein.
- E** That these resolutions be communicated to the Bank and remain in force until an amending resolution shall be passed by Rye Town Council and a copy therefore certified by the Chairman and Town Clerk shall have been received by the Bank.

120 EXCLUSION OF THE PUBLIC AND PRESS

Item 121 entails consideration of quotations and it is therefore recommended that the public and press be excluded in accordance with the Public Bodies (Admissions to Meetings) Act 1960 (1)(2).

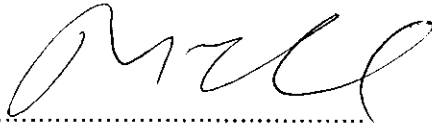
121 PAST MAYOR'S BADGES

To re-consider the quotations received in the light of additional information. **Clerk**

ROBES WILL NOT BE WORN

Supporting/Associated documents distributed previously
117 Council Minutes (C11)

Supporting/Associated documents distributed with this agenda
117 Council Minutes (C10) 118 WG meeting notes; 1 x 2-bed costing



23 February 2016

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**MEETINGS OF RYE TOWN COUNCIL AND ITS COMMITTEES
ARE OPEN TO THE PUBLIC**

Notes of a meeting of the Affordable Accommodation Working Group held on 8 February 2016

Present Cllrs Boyd, Creaser, Potter and Jonathan Breeds; Town Clerk

Apologies Cllr Fiddimore

Target Group

The type of property to be provided by RTC should meet the actual/likely requirements of the 'household unit' that RTC *particularly* wished to assist.

The original identified need – ie to help younger families unable to afford market rents to stay in Rye – remained valid.

RTC should focus on helping those families whose income is too high to be entitled to housing benefit but who struggle to afford market rents.

The accommodation should provide a 'stepping stone' so that, as families grow – and their finances improve – they are able to move on to more suitable accommodation (freehold, leasehold or another tenancy).

The tenancy length should be a maximum of 5 years.

Eligibility

Eligibility should be ascertained via a points-based scoring system – with weighting biased towards young adults (20s-30s) with young children.

Accommodation type

Two-bed properties are suitable as 'stepping stone' homes for the target group. They have the advantage of being cheaper to purchase.

Location

In order to retain (and strengthen) the tenants' 'local connection' – and aide the management of properties – it was agreed that it was preferable for homes to be located within the Parish boundary.

Purchase options

Ideally RTC would 'piggyback' on an upcoming development and negotiate the purchase of properties. Maintenance costs would be low in the short-medium term (which would help to manage the VAT partial exemption problem). Although a suitable opportunity might not present itself for some time, it was noted that RTC is able to borrow up to £500,000 in any 12-month period, and it was considered that this option should be kept in mind.

Another possibility – should suitable (and affordable) land be made available – would be for RTC to act as the developer.

In order to progress RTC's aspiration of making available cheaper accommodation – and recognising that there are concerns around how much tax payers should be asked to fund revenue cost shortfalls – it was agreed that, in the first instance, RTC should purchase the freehold of one suitable 2-bedroom property.

Rent

Rather than charge an affordable/social rent (max 80% of market rent) it was agreed to recommend that a discounted rent scheme be operated instead (ie somewhere between 81% and 99% of market rent) – with the difference between the (potential) affordable/social rent and the (actual) discounted rate being ring-fenced by RTC to be made available (subject to a satisfactory tenancy – eg timely payment of rent, no ASB), and by way of a grant application, towards the tenants' next deposit (freehold purchase or tenancy).

Example 2-bed property outside the Citadel

Market rent	£200pw
Social rent (not charged)	£160pw
Discounted rent (actually charged)	£180pw
<i>Difference between social rent and discounted rent</i>	<i>£20pw</i>
Deposit Grant Fund (assuming 5-year tenancy)	£5,200

Rye Relief in Need

A suggestion that the property be acquired via RTC's charity was dismissed because the charity does not have the power to hold property.

Funding

It was noted that most parish/town councils obtain loans from the PWLB. Although its fixed rates are not particularly favourable in comparison with short-term fixed – or variable - loans that RTC might be able to source, the PWLB understands the public sector and fixing repayments for up to 50 years provides certainty.

RECOMMENDATION 1 That, as a first step towards providing accommodation below market rent, RTC resolves to purchase – primarily by way of a loan - one 2-bed property located within the Parish boundary. *[See amended costing.]*

RECOMMENDATION 2 That RTC operates a discounted rent scheme which incorporates the maintenance of a reserve which tenants reaching the end of their tenancy may seek to draw on in order to help them secure their next property.

RECOMMENDATION 3 That the WG be tasked with overseeing the public consultation required to support the application for borrowing approval.

AFFORDABLE ACCOMMODATION

1 x 2-BED COSTING

As at 4.2.16 the following 2-bed houses (outside the Citadel) could be found via Rightmove (asking prices):

Fishmarket Rd	£174,950
Fishmarket Road	£190,000
South Undercliff	£200,000
Fishmarket Road	£205,000
Tower Street	£225,000
Wish Barn Close	£259,950
Military Rd	£275,000
Valley Park	£265,000
<i>Average</i>	<i>£224,000</i>
<i>Average (if bold excluded)</i>	<i>£198,990</i>

COSTS (est)

For simplicity, figures incl VAT (where applicable)

Purchase price	£199,000
Stamp duty (April 2016)	£7,450
Full structural survey	£600
Legal fees	£1,750
Refurbishment	£20,000
Contingency	£1,200
	£230,000

Funded by

General Reserve(/CTSG)	£20,000
PWLB (loan)	£210,000
	£230,000

ANNUAL EXPENDITURE (est)**Notes***For simplicity, figures incl VAT (where applicable)*

Loan repayment	8,605	£210,000 @ 3.3% (fixed - <i>annuity</i>) for 50 years (total repayable: £430,250)
Maintenance	3,000	
Insurance	500	
Deposit Grant Fund	884	Provision – cannot be drawn down by tenant until tenancy end – placed in an Earmarked Reserve.
	12,989	

ANNUAL REVENUE (est)**Notes**

Discounted Rent: £165pw (£715pcm)	8,151	2-bed av market rental = £185pw. Assumes 95% occupancy and let and management undertaken by RTC. (Social rent would be £148pw.)
2016-17 budget provision	£1,538	£2,000 actually provided. The precept should not need to rise (to subsidise the property's running costs) in future years.
Town Hall Cottage rent budget surplus	£3,300	Assumes £1,150pcm realised (budget: £875pcm)
	12,989	

RF22.2.16

EXISTING SPEC



This is hallmarked, sterling silver gilt.

The main body being surrounded with a fine rope, the scroll and leaf decoration being deeply hand engraved. The central shield is made separately, deeply hand engraved, permanently applied to the main body of the badge and coloured with red and blue glass enamel.

A hardened silver pin and roller catch and folding pendant bale is attached to the back.

Approximate size is 53mm diameter and 3mm depth not including pin and pendant bale.