



REPORT OF HOUSING NEEDS SURVEY

HEADLEY PARISH

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Commissioned by

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With the support of



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Report Summary

Introduction - The Rural Housing Enabler Project

The Rural Housing Enabler for Surrey came into post at Surrey Community Action in June 2006. The purpose of the Rural Housing Enabler project is to work with rural parishes to help them to identify local housing need, and where a need exists, to liaise between the community, the local authority and other appropriate experts (e.g. Housing Associations) and landowners to facilitate the development of affordable housing to meet the needs of rural communities.

Context of the Housing Needs Survey

The aim of carrying out the survey was to investigate the affordable housing need for local people (or those who have a need to live in the parish or the locality) of Headley, and to gauge local opinion about a small development of affordable housing.

- ‘Housing need’ can be defined as the need for an individual or household to obtain housing which is suitable to their circumstances;
- It implies that there are problems or limitations with the household’s current housing arrangements and that the household is unable to afford or to access suitable accommodation in the private sector;
- Such problems may be concerned with housing costs, size, location, layout, state of repair or security of tenure;
- This need may be immediate or anticipated in the near future.

Sources of land for affordable housing

There are a number of ways in which land can be made available for affordable housing. The list below includes the most common ones (however please note that this list is not exhaustive):

- Public Authority land (Local Authority, County Council, Highways Agency etc)
- Private Estate land (land gifted or disposed of at low cost by charitable landowners)
- As the Council’s standard policy for affordable housing attached to open market housing development: Specifically in relation to rural sites, in considering proposals for housing development, the Council will negotiate with landowners and developers for the inclusion of a proportion of affordable housing on sites of 5 or more net dwellings, or are 0.2ha or larger in area in rural settlements below 3,000 population. The exact level of provision will be a matter of negotiation, but as a broad guideline, the Council will expect 30% of new dwellings that are proposed on sites meeting the above criteria should be in the form of affordable housing.¹
- Rural Exception Sites: sites that would not normally qualify for planning permission may be given exceptional planning permission provided the development meets a proven local demand and is small-scale. Only households with an agreed local connection defined by a Section 106 Agreement would be eligible for affordable housing on a Rural Exception Site and any dwellings must remain low-cost in perpetuity. Local need is

¹ Mole Valley Local Plan – Alterations to Policy HSG9 – Affordable Housing

proven by means of a current Housing Need Survey which can be undertaken by the Rural Housing Enabler in partnership with the Parish Council.²

Housing Need in Headley

A Housing Need Survey of Headley took place during October 2007. A brief summary of the findings follows.

There was a 24% return of the survey forms, which were distributed to all households in the Parish of Headley, excluding Headley Court. Across the country, a 10-35% response rate is generally recorded.

Part 1 of the survey is designed to gather general information about the existing residents and homes in Headley and views of the residents regarding current levels of housing availability and development. Part 2 measures the level of existing need within Headley.

From the responses the following can be determined:

- There is a need for affordable housing in Headley. The need is a mixture of 1 and 2 bedroom units and a smaller number of 3-bedroom units. In total, 14 households are in need. Out of these, combining the open market property prices with the respondents' income and likely mortgage, it appears that four would be suited for shared ownership with the rest more likely to be more suited for social rent.
- Attitudes towards development of affordable housing are generally supportive, with 78% in support of a local needs scheme and 18% against.
- The general comments are concerned with the need for protecting the greenbelt and the need to keep Headley rural, as well as a need to provide affordable housing for local people.

Full details of the research follow.

² Mole Valley Local Plan 2001 Policy RUD5 'Low-cost Rural Housing' – for full text please see appendix.

Headley Background

Headley is a small village with 463 people on the electoral roll, of which 84 are at Headley Court. Headley is situated 20 miles south of London, near Epsom.

The Parish is within the Metropolitan Green Belt and partly within the Surrey Hills Area of Outstanding Natural Beauty (AONB). Most of the population work outside the village, as there are no significant local industries.

The Parish has a Church (St Mary's, Church of England), Village Shop, an Off License, Village Hall, Village Tea Rooms and one Pub. There are hourly bus services to Leatherhead, Dorking and Box Hill with a connection available to Epsom. The nearest state schools can be found in Leatherhead, Mickleham and Dorking and many children attend private schools.

There are many activities run by the Church, Village Hall Committee, WI etc. and these groups all use the newly refurbished Village Hall.

Other services and facilities provided in the village are builders, decorators, blacksmith's, garden maintenance, livery yards and riding tuition.

Household Characteristics of Headley³

The 2001 census shows that Headley Parish has 238 households with a total of 673 people living there. However this number fluctuates due to the presence of Headley Court which may vary but on average around 60-80 people reside at Headley Court at any given point in time.

Availability of Housing

Data from Census 2001 provides the latest update on the existing housing stock in the parish. In line with most rural areas, semi-detached and detached dwellings dominate, representing 49% and 41% respectively of the total housing stock. Just over 4% (or 11 dwellings) of the housing stock consists of terraced houses and 5% (or 13 dwellings) are flats. This is below the average for parishes across the District. 7% of dwellings are vacant.⁴

In terms of tenure, the majority of residents are owner occupiers at 54% and 10% live in social housing. 33% households live in tied accommodation or rent privately. This is higher than for other parishes across the District who average between 5-13%.

Open market housing does not enter the market frequently, and those for sale are characterised by larger detached properties.

Private rentals, despite the high incidence of these in the Census figures, do not appear to range widely in terms of the different options available, with 2 properties available⁵ as of November 2007. These ranged from £3,500 pcm for a 4-bedroom detached house to £4,750

³ This and all other statistical information (unless otherwise stated) obtained from 2001 Census Data – available on: www.molevalley.gov.uk

⁴ Census 2001

⁵ www.findaproperty.com search undertaken on 5 November 2007

pcm for a detached 6-bedroom house. Conversation with Estate Agents operating in the area confirmed that the past five months have seen the private rented market almost exclusively dominated by large detached houses. Private rentals, therefore, are very high priced and not an affordable option. The cost of rent negates any opportunity to save for any future deposit for a home purchase.

There are 24 affordable homes in Headley provided by Mole Valley Housing Association and English Rural Housing Association. These are characterised as follows:

12 x 1-bed bungalows
2 x 2 -bed houses
3 x 2-bed chalet bungalows
2 x 2 bed semi detached bungalows
5 x 3-bed houses

Out of these units, only 1 of the 1-bedroom bungalow became void in the past year and it was re-let within a matter of weeks.

As of November 2007 there were 3 households on Mole Valley District Council's Housing Needs Register which live in the Parish. There are an additional 4 households with a connection to the parish.

Mole Valley District Council's Housing Strategy 2006-2009 highlights the documented need for affordable housing in villages:

"A number of Rural Housing Need Surveys have been carried out in the last few years. Carried out by the Rural Housing Trust working closely with the Parish Councils, the evidence has been used to justify developments in rural villages as exceptions to planning policy. This policy is known as a rural exceptions policy and, where exceptional housing need is demonstrated within a village locality, it allows small scale development within the Green Belt adjoining village boundaries. The findings are summarised in the Mole Valley Rural Housing Statement published in November 2003. The evidence found at a local village level is that the Right to Buy legislation has proved particularly popular in villages, leading to a higher than average erosion of the social housing stock. This is exacerbated by the difficulty of finding suitable development sites within villages.⁶

Provisional data provided for the 2007 District Housing Needs Survey suggests that access to the owner-occupied market in the District through the cheapest 1-bed flat (generally available in the urban centres) now requires an income of at least £41,200,⁷ and that the need for affordable housing far exceeds the projected future new supply levels.

All of these factors play an important role in shaping the housing market in Headley.

⁶ Housing Strategy 2006-09 p. 18

⁷ Draft Mole Valley District Housing Needs Survey October 2007

House Prices in Headley

House price information is impacted by the predominance of semi-detached and detached properties that come onto the market.

Chart 1 below shows house prices for all properties sold in Headley from 1996 to 2006 against the national average.

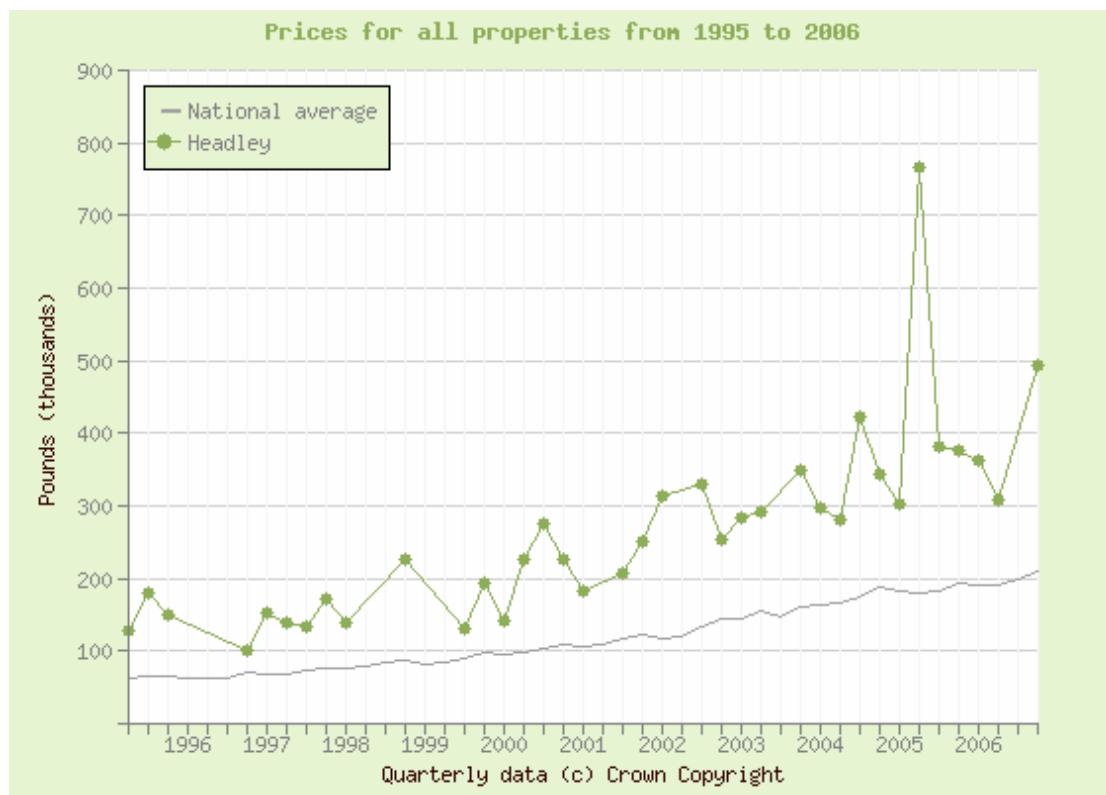


Chart 1 – Prices for all properties in Headley Parish 1996-2006

A search of properties for sale in Headley revealed the following properties as listed for sale⁸:

Price (£)	Size
625,000	3-bedroom detached house
660,000	3-bedroom bungalow
735,000	4-bedroom cottage
875,000	5-bedroom detached house
1,395,000	4-bedroom bungalow

The average asking price is £858,000 however this figure is clearly skewed by the 4-bedroomed bungalow. If this property is removed the average is £723,750.

A search of properties sold in Headley from October 2006 - October 2007 reveals that in total, 4 properties were sold for an average of £665,000. It should be noted that this average includes all properties, and will be skewed by those at the upper price ranges.

⁸ www.findaproperty.com search undertaken on 5 November 2007

Price (£)	Size	Date sold
310,000	Detached	24/01/07
320,000	Semi-detached	01/12/06
415,000	Detached	18/07/07
1,615,000	Detached	31/05/07

Table 1: Properties sold in Headley Parish October 2006 - October 2007; source www.upmystreet.co.uk

The above suggests that there are very few properties in Headley that could be considered by first-time buyers or people on modest incomes.

Land Registry figures for Mole Valley District for July-September 2007 provide an overview of prices for different property prices across the District.

Property	Price (£)
Flat:	218,073
Terraced	269,773
Semi-detached	351,747
Detached	618,380
Average Cost	409,602

Isolating the sale prices for properties in Broome Close and The Spinney should help give a good indication of what the cost of a small home might be in Headley.

Looking at Broome Close, prices have varied from £249,950 for a terraced house in 2002 to £240,000 for a semi-detached house in 2004. In 2007, it is reasonable to assume that these prices would have been higher.

Property (Broome Close)	Price (£)
(Terraced, Freehold)	249,950
(Semi-detached, Freehold)	230,000
(Semi-detached, Freehold)	240,000

(Cost of Open Market housing in Broome Close, Headley, 2002-2007 Source: Land Registry)

Typically, a household can obtain a mortgage of three times their income and would expect to need a deposit of at least 5% of the total price.

The cost of the cheapest property for £230,000 would require a deposit of £11,500 and a joint gross income of at least £72,833.

The development in The Spinney was completed in 2005 and contains two shared ownership properties. Prices were as follows:

Property (The Spinney)	Price (£) at 42% equity
2 bed bungalow	94,500
2 bed house	105,000

The full market value of these homes would have been £225,000 for the bungalow and £250,000 for the house. As such the bungalow would have required £11,250 for a 5% deposit and joint gross income of at least £71,250 to be purchased on the open market. However as with Broome Close, in 2007, it is reasonable to assume that these prices would have been higher.

Housing Needs Survey – Background and Method

It is to be expected that the majority of people living in the area are well housed and would not necessarily respond to any survey seeking information about housing needs.

In the experience of the Rural Housing Enabler, the majority of responses in any survey of this kind come from:

- People who feel themselves to be in need of housing now or in the near future;
- Their relatives;
- People involved in some way in community affairs who probably have an appreciation of the problems affecting the community as a whole, even if they are not in housing need;
- People who feel strongly that there should not be no more development in the village.

A Parish Plan questionnaire has been distributed to every household in the Parish in 2006, asking residents to give their views on all aspects of life in Headley village. The response rate was high, with 60% of the questionnaires returned. The results have been or are in the process of being adopted by the relevant organisations and individuals and now form a plan for local community action. Some actions have already been progressed.

One of the priorities highlighted by the Parish Plan exercise was the lack of affordable housing and small family homes. Just under 100 respondents felt that there was a great need for affordable housing and 100 thought that homes for young people would be beneficial. The survey also revealed a perceived a need for small family homes, with 50 listing this as a great need and just over 100 felt that such homes would be beneficial.

Thus, the Parish Plan exercise had indicated that there appeared to be a need for affordable housing and small family homes in the parish, but lacking information on the type and quantity required, the Parish Council contacted the Rural Housing Enabler to investigate the possibility of undertaking a Parish Housing Needs Survey to help provide the information required. The Rural Housing Enabler attended a Headley Parish Council meeting on 26 March 2007 to discuss further, and as a result, the Parish Council decided to take the idea of a survey forward. The format of the Housing Need Survey questionnaire was agreed between the Parish Council and the Rural Housing Enabler in September 2007.

Part 1 of the questionnaire is designed to survey all residents about their views towards development and the availability of affordable housing in the village.

Part 2 is aimed specifically at those people who consider themselves to be in housing need and is designed to help measure the level of need for affordable housing by those people with a local connection to Headley.

Whilst the questionnaires were sent to all households in Headley, the survey results do not purport to be representative of all residents; no information is available on non-respondents and it is not possible to gross up results to the entire population.. Nor does the survey purport to assess the entirety of housing need in the area. Further information on general housing needs is also available through from Mole Valley District Council's Housing Advice Service.

The forms were hand-distributed by Parish Council volunteers to all households on the 2007 electoral register (excluding Headley Court) in Headley with the October 2007 edition of the Parish Newsletter. No additional forms were requested from the Rural Housing Enabler.

It was asked that completed forms be returned in prepaid envelopes to the Rural Housing Enabler by the 1st of November 2007. 56 forms were returned, representing 24% of the parish as a whole.

The Rural Housing Enabler has collected all data from all returned forms and analysed it as follows.

Survey Findings

Total Forms Distributed	240
Total Returns	56
% Returns	24%

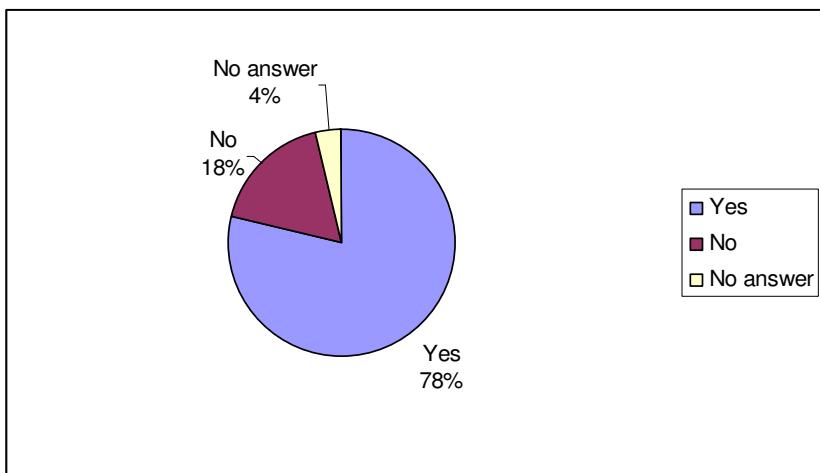
PART 1 – ATTITUDES TOWARDS HOUSING

Question 1. Has anyone from your family moved away from Headley in the last 5 years because they were unable to enter the property market?

13% of respondents (7 households) indicated that members of the household had moved away from Headley due to the lack of affordable housing.

Question 2. There is a proven need for more Affordable Housing, identified in the Parish Plan. Are you in favour of a development of Affordable Housing to meet the needs of local people?

The majority of respondents were in support of a development for local people, with 44, or 79%, answering yes, and 10, or 18% being opposed. Two respondents did not answer the question.



Question 3. Can you suggest a site where a development could be built?

The list below lists all suggestions that were made and the comments made. Fifteen respondents made suggestions for sites.

Where	No of times suggested
Dobbies Nursery	9
Playground	3
Headley Court / MOD Land	1
Adjacent to the Spinney	1
At the back of the churchyard	2

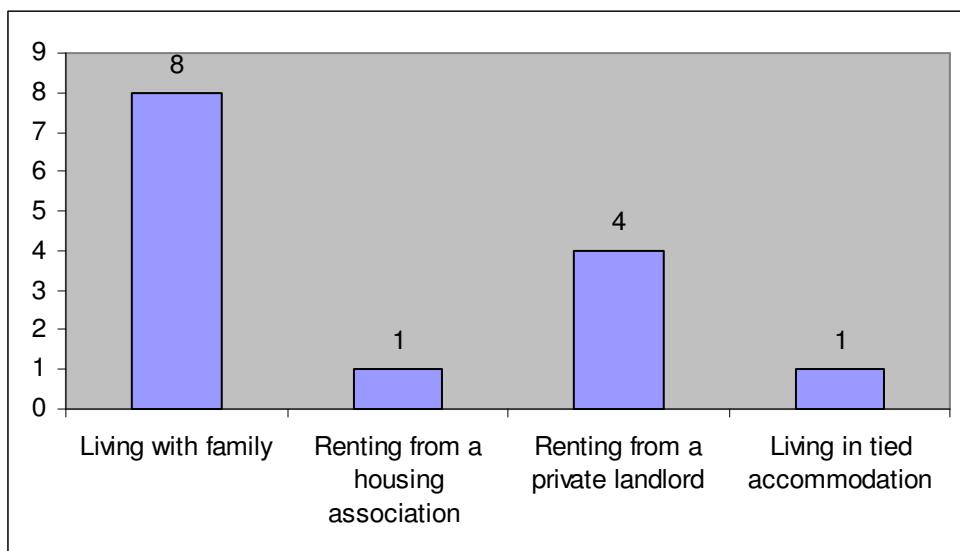
Specific Comments for Question 3:

- *Disused garden centre on Church Lane*
- *Derelict nursery site on Church Lane*
- *If a sufficient portion of "Dobbies dump" cannot be obtained at an affordable price can it be compulsorily purchased by Mole Valley?*
- *I was under the impression that Dobbies in Church Lane was being considered. it looks a 'mess' most of the time - so would be an improvement.*
- *Possibly the old nursery grounds (Dobbies) on the main road through Headley that passes the shop.*
- *Use some MOD land around Headley Court*
- *Adjacent to recent affordable housing development*
- *Playground area - providing a new playground elsewhere; any church fields in the village; Dobbies nursery site*
- *At the back of the churchyard or the playground*
- *The existing children's playground and relocate and improve the playground as part of the package. The playgroup could move north if the landowner was willing and planning could be obtained.*
- *Anywhere that's available as long as it's not a big estate and [as long as] other council property in Headley is used for Headley people before being let to people from other areas.*

PART 2 – HOUSING NEED

Current accommodation

14 households have been identified as being in housing need. The 14 households in need are a mixture of people living with family, renting from private and social landlords and in tied accommodation.

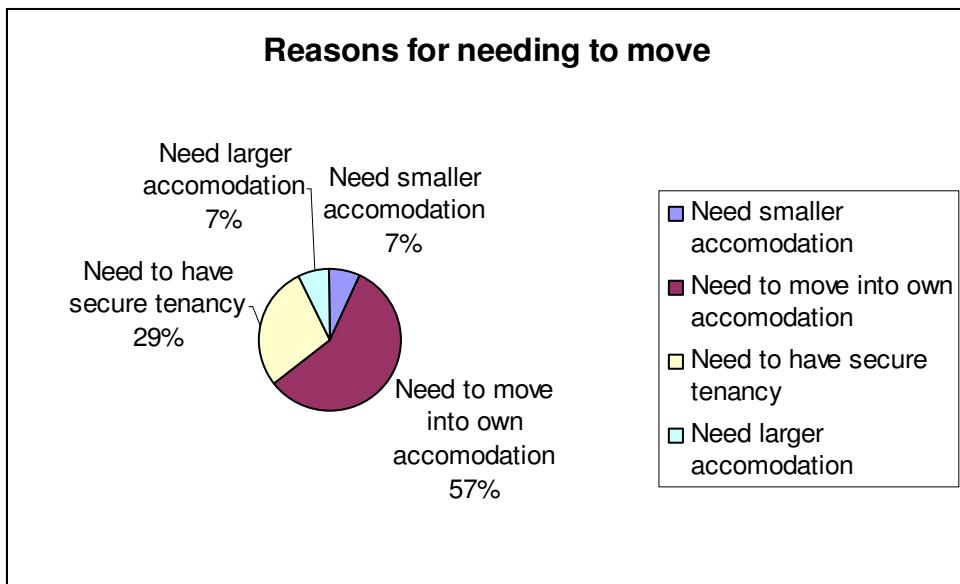


Reasons for housing need

The survey form asks for details of why respondents consider themselves to be in housing need, but these statements are self assessed and have not been verified in any other research. However, in the experience of the Rural Housing Enabler, these surveys are relatively accurate, as people do not bother to reply if they feel they could satisfy their housing requirements in any other way.

The principal reason for the need recorded is a demand for affordable homes for young people seeking to get on the housing ladder.

Some respondents gave more than one reason for needing a new home. The graph below illustrates the reasons given by the respondents:

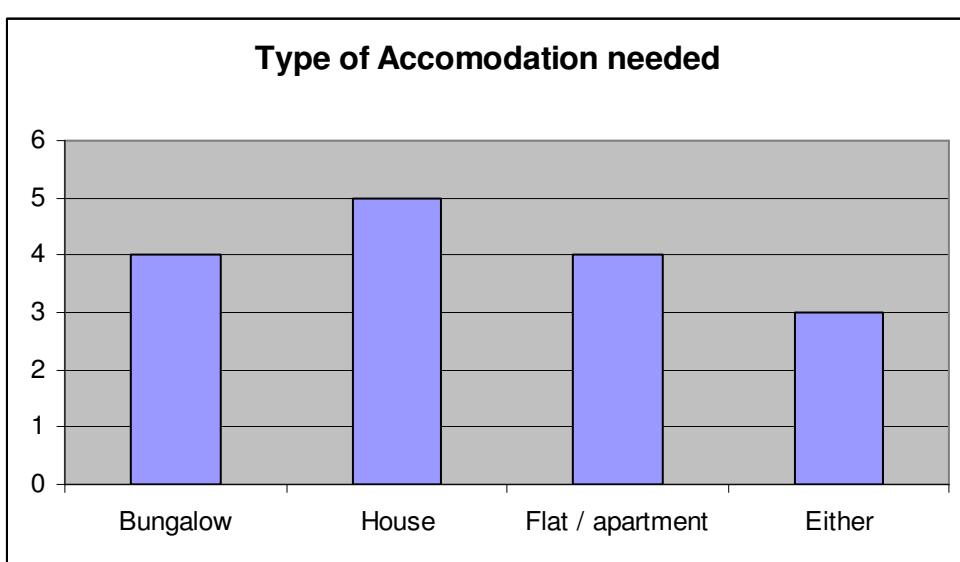


Registration on District Council Housing Needs Register

As of November 2007 there were 3 households on Mole Valley District Council's Housing Needs Register which live in the Parish. There are an additional 4 households on the Housing Needs Register with a connection with the parish. However, out of the 14 households in need, only one indicated that they were *not* on the waiting list. It may be that some of the households are registered either with Epsom & Ewell Borough Council or Thames Valley Housing Association, who is the Homebuy agent for the area. It is essential that all households are registered with Mole Valley District Council, as this is the only register which could be used for any potential local needs scheme.

Type of Accommodation Needed

Some respondents ticked more than one option to this question. Most of these were respondents who are keen on having a garden, and so ticked both house and bungalow.



The reasons provided were the following:

- *Because I live on my own. [wanted: bungalow]*
- *Greater sense of security and independence. [wanted: house]*
- *We have a dog, and son and daughter whom would all benefit from their own rooms and garden. [wanted: house]*
- *I need 3 bedrooms. I would consider a bungalow if appropriate. [wanted: house]*
- *I live in a bungalow now. [wanted: bungalow]*
- *We want to start a family so need two bedrooms at least. We own a x and a x so need a garden. Business run from home so need space for computer and files. [wanted: bungalow or house]*
- *House or bungalow having lived in Headley for so long couldn't cope without a garden. . [wanted: bungalow or house]*

When being allocated affordable rented accommodation there are rules that are applied with regards to the size of property allocated. The size of any allocated property will be determined by Council's published allocation policies. The allocations criteria are based on a combination of factors including the age and sex of children in a household, and are subject to availability.

The amount of bedroom space available to the household is compared to the amount of bedroom space needed. The amount of bedroom space available to a household is determined according to the size of each available bedroom and the age of household members (e.g. children). Where more than one living room is available, the bedroom space provided by each additional living room will also be included.

Size of room	Bedroom space
50 – 70 sq ft	½
70 – 90 sq ft	1
90 – 110 sq ft	1 ½
More than 110 sq ft	2

Age of household member	Bedroom space allowance
Child under 8 years	½ bedspace
Person aged 8 years or more	1 bedspace

In addition a separate bedroom is allowed for each of the following groups:

- Each adult couple living together as partners
- Each single adult who is not a child of the applicant and is not living

- as a partner of another person
- Children of opposite sex where one of them is over 8 years of age
- Children where there is an age gap between them of more than 10 years

All households of more than one person should have a living room in addition to any bedrooms needed.

For those people eligible for Shared Ownership properties the allowance is slightly less rigid. A couple may qualify for 2 bedrooms to account for potential future growth etc.

Local Connection

Rural exception sites require affordable dwellings to meet the needs identified within the rural area in question. There may also be other rural sites where it is considered preferable to allocate to meet the needs of the rural community. Local lettings policies negate the need for complex cascade arrangements within planning agreements. A planning agreement would just need to reference that dwellings should be let in accordance with the local lettings policy.⁹

Applicants having a local need would normally fall into one of the following categories:

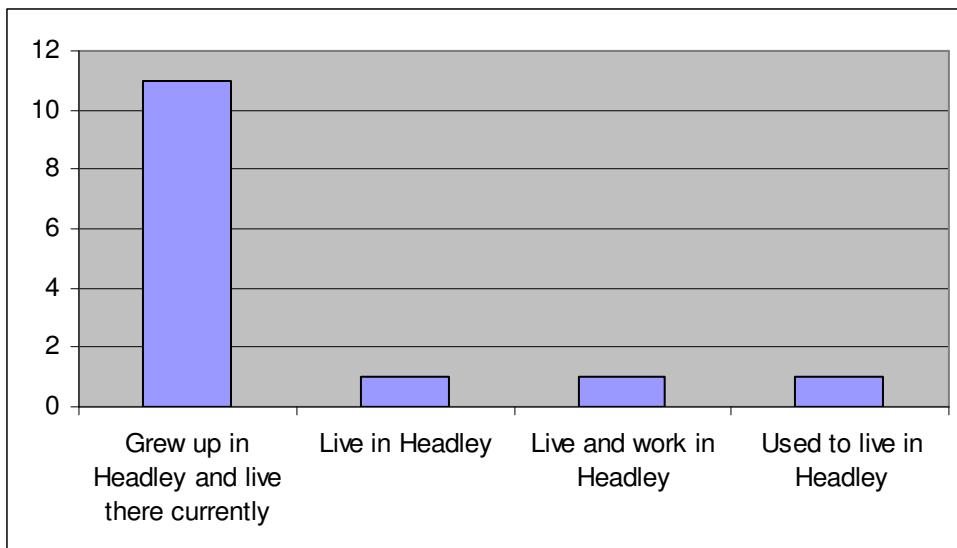
- Resident in the Parish
- Employment within the Parish
- Previously resident but unable to return because of a lack of affordable housing
- Having a close family association e.g. Mother/Father/Brother/Sister

Local connection is normally defined within any Condition on Planning Consent or a Section 106 Agreement agreed between Mole Valley District Council and the developer of any new housing site.

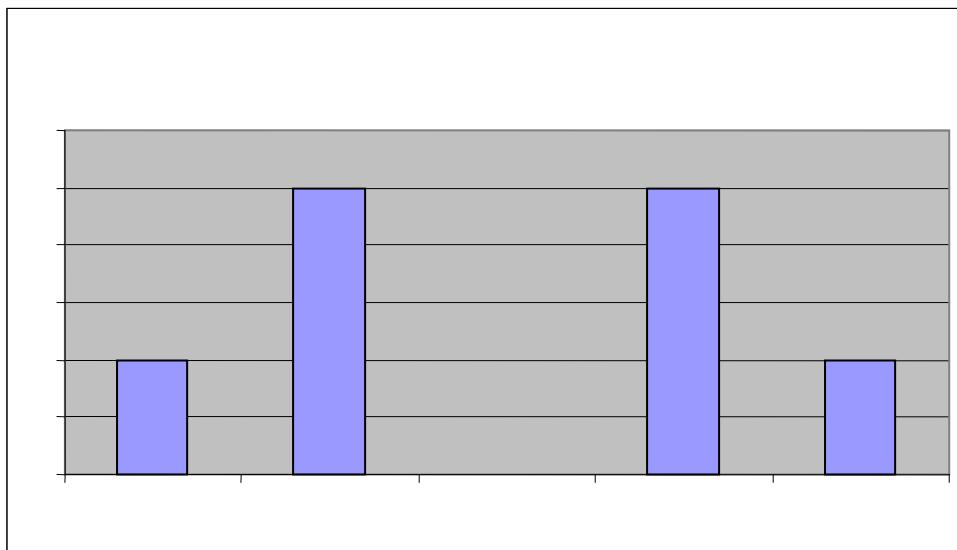
Should a tenant or part-owner move on then subsequent tenants are expected to meet the same criteria. If there is no one from the local community that meets the criteria, eligibility cascades out to the neighbouring communities. Local Connection takes precedence over priority need on a rural exception site.

Of the 14 households in housing need, 13 are currently living in Headley. 1 wishes to return to Headley and 12 have family connections in the parish.

⁹ Mole Valley District Council, Housing Operations Department, Housing Allocations Policy (June 2007) 11.6 Local Allocation Policies



Half of the households have lived in the parish for over 20 years.



Professions and work locations

Some of the professions listed were: Council Officer, Estate Agent, Sales assistant, IT Technician, Postman, Catering Assistant, Gardener, Decorator, Tree surgeon, Consultant, Teaching assistant and Teacher.

Some of the work locations were: Leatherhead, Epsom, Dorking, Banstead, Headley, Morden, Chessington and Tadworth.

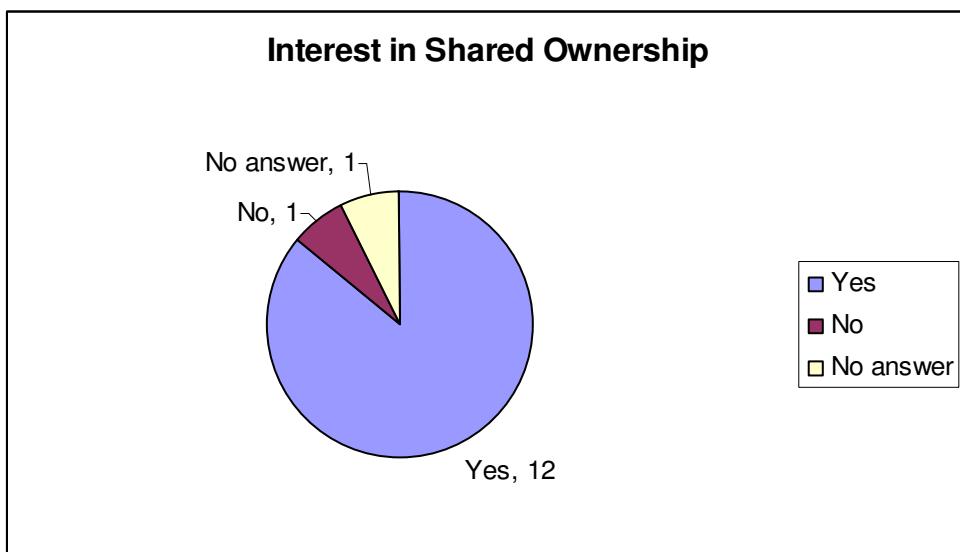
Local amenities

All households in need declared themselves as satisfied with the access to amenities available in the village.

Tenure

Respondents are overwhelmingly interested in Shared Ownership, with only one household not interested in this tenure option.

- Social rent – affordable rents provided by either a Council or a housing association that is provided with a subsidy in order to keep the rents substantially lower than prevailing local market prices
- Shared ownership allows resident(s) to purchase a share of their home, usually from a housing association, and pay rent on the remaining share. (There are variations on this model that differ between housing associations and not all housing associations charge rent on top).



Affordability Calculations

Shared Ownership provides opportunities for people who cannot afford open market housing to access the housing ladder and build a share in the equity on the property. This option however can still be unaffordable and even a 40% share can be too expensive for people on below average incomes.

To determine whether households could afford to buy a house on the open market in the survey area, the information on house prices in the District was used along with information on household income. There is insufficient data on the cost of smaller sized units for Headley for any meaningful analysis specifically related to Headley itself, which is why the analysis below is based on District-wide figures. However the data available for Broome Close and the Spinney suggest that applicants would need to achieve a mortgage of £94,500 in order to be able to purchase a 2-bedroom bungalow at a 42% share, and the calculations below are in line with this. However it should still be noted that some of the households that have been identified as having potential for shared ownership may be more suited for social rent or a smaller share.

Income

Incomes of respondents with need¹⁰

Ref	N people	Income (£)	x 3	x 3.5	Savings / equity	Possible mortgage (£)
1	1	12,633			0	
2	1	20,000		70,000	5,000	75,000
3	1	30,000		105,000	10,000	115,000
4	1	8,000			3,000	
5	2	23,500			600	
6	4	27,000			0	
7	3	6,760			0	
8	1	0			0	
9	1	20,000			0	
10	2	15,000			3,000	
11	2	50,000	150,000		0	150,000
12	1	0			0	
13	1	10,000			0	
14	2	50,000	150,000		5,000	155,000

Potential for shared ownership x 4 (indicative)

For mortgageable households earning over £23,772 per annum¹¹, or with sufficient combination of earnings plus savings or equity – depending on the cost of the shared ownership offered.

An assessment of the information provides on incomes combined with prevailing prices on the open market suggests that most of the respondents, regardless of their tenure preference, would not be able to afford the standard share (40%) required for a shared ownership property. From the information provided, it appears that 4 households may be able to afford shared ownership, whereas the remaining would probably be more suited for social rented accommodation. Broken down by percentage this represents 29% for shared ownership and 71% for social rent.

The preference for shared ownership could be explained by the national preference for owner occupation overall, which the high take-up of Right to Buy so effectively illustrates.

Anyone in housing need must register with the Mole Valley District Council's Housing Needs Register who can confirm eligibility criteria.

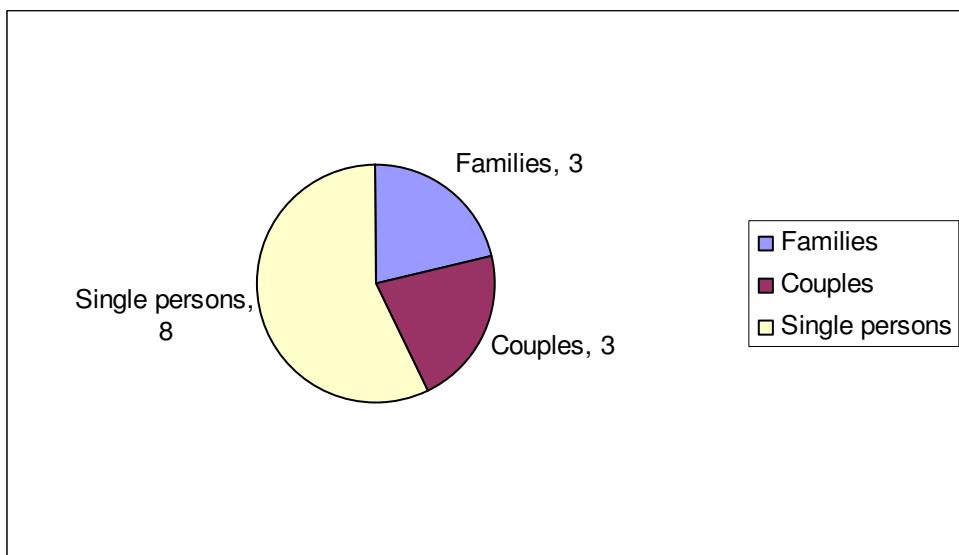
¹⁰ As per the recommendations by the Department for Communities and Local Government, a household is considered able to afford to buy a home if it costs 3.5 times the gross household income for a single earner household, or three times the household income for dual income households.

¹¹ The criteria used to assess the viability of intermediate housing in Mole Valley District's Draft Housing Needs Survey October 2007. £23,772 would be sufficient to purchase a 40% share in a 1-bedroom flat priced at £160,000 (on a single income). These types of properties tend to be located in the urban centres and as such any new development in Headley is likely to be more expensive.

Indicated incomes of those who registered a need are not sufficient to buy on the open market and may not be sufficient to qualify for shared ownership. Income information can only be verified when applicants register on the Common Housing Register. The income levels indicated on this survey provide guidance only.

The households in need are a mixture of young couples and single people wishing to find starter homes, and a smaller number of families. The majority of young people and couples are living with their parents.

In total, 23 people make up the 14 households. There are three families and three couples with the rest being single people. There are four children under 16 years old.



Combining all of the above information, in summary, there is a need for the following accommodation:

Rented accommodation: 10 units

7 X 1 bedrooms
1 X 2 bedrooms
2 X 3 bedrooms

Shared Ownership: 4 units

4 X 1 or 2 bedrooms

Recommendations

This survey has shown that there is a substantial level of need for affordable housing in Headley (14 households) and that there is a good level of support from the community to justify a local needs scheme.

The need would be accommodated by a mixture of one and two-bedroom units and a smaller number of three bedroom units. The responses indicate that 71% of units should consist of social rented accommodation and 29% of shared ownership accommodation. This tenure breakdown is indicative of trends nationally, where most areas display a similar trend with shared ownership in high demand. However, due to the current high property prices on the open market, the majority of households in need are often unable to afford either of these options and as such would be more suited for social rented accommodation.

While the survey indicates that there is a level of housing need equating to 14 units it must be taken into consideration that at such a time as units become available many of those with a registered need may have had their needs met elsewhere. In addition, it is possible that some of those registered will not actually qualify for housing and do not represent a genuine need.

The total number of homes to be built should be a reflection of the need identified in this survey report, the current level of need recorded on the District Council's Housing Register and the number of homes that the Parish Council feels would be an appropriate number to build in the parish. The total number therefore requires liaison between the Parish Council, District Council, and wider community in Headley itself.

Suggested Actions

Parish Council

- Arrange a date to discuss the report findings with the Rural Housing Enabler (RHE) and District Council.
- Adopt report and make available to the community.
- Inform community that households in need can register at any point with the Rural Housing Enabler.
- Remind community that it is essential to become registered on the district register to be eligible for any form of affordable housing offer.
- Begin to identify potential exception sites and initiate dialogue with landowners and planners to assess viability i.e. willingness to sell / planning policy context.

RHE

- Make report available to respondents in need.
- Assist the PC with site investigations.
- All site submissions need to be passed in map form to the RHE for discussion with the Planners.

District Council, social housing providers, Parish Council, RHE

- Meet in the near future to discuss possible sites.

For queries please contact:

Mona Johansson
Rural Housing Enabler
Surrey Community Action
Astolat
Coniers way
Burpham
Guildford

Surrey
GU4 7HL
Tel: 01483 566 072
Email: monaj@surreyca.org.uk

APPENDIX ONE

ADDITIONAL COMMENTS:

Please note: all comments listed below are those made by households responding to the survey. No attempt has been made by Surrey Community Action to censor or amend these comments, unless they identify a particular person or persons.

Comment/s received in favour of a local affordable housing development

- Preferably a small development
- Yes depending on proven need.
- Local people provided it is not too large a development.
- Support a development as long as done in consultation with villagers as to location / design etc.
- General need for more small dwellings in Headley. Some small individual properties would be welcome as well as housing association affordable ones. Could the planning process place more emphasis on this?

In addition the above comments, five more were made in favour by people in housing need, explaining their own personal circumstances. However these have not been included as they may identify particular persons.

Comment/s received not in favour of a local affordable housing development

- No we already have one affordable housing development in Headley.
- We have said no not because we wish to deny people homes, but we are concerned about over-infilling in what is quite a small village with - as you point out - limited transport. The development...[the Spinney]..is actually quite nice, but I can see the temptation will be to over-develop a part of the greenbelt. Also the development carried out recently was done with much consultation with the people affected and still, trees screening the homes from direct intrusive views into our home were removed. I do not have confidence that future development will be sensitive.
- Headley is a rural village and not an urban suburb. I do not agree with affordable housing being built in the village.
- No more building in Headley!
- How ironic that the first phase of affordable housing in Headley should be named 'the Spinney'. For despite promises from the council regarding landscaping, the build removed all the trees and shrubs on the whole site and did absolutely nothing to soften or mask the build. Nothing has been planted along the footpath which borders the area.

The view from Tothill and adjacent to the footpath has been changed forever. Replacing the Spinney we now have close board fencing followed by several parked cars and finally a raised handrail. If this is an example of affordable housing in an area like Headley then we don't need any more.

- More and more houses are gradually creeping in. Before long it will be like Fetcham, Ashtead, Bookham etc.

APPENDIX TWO

Headley Parish Council

October 2007

Headley Housing Needs Survey

Dear Resident

Owing to the high cost of housing in this area, the Parish Council is considering the need for more affordable housing in Headley so that villagers who cannot afford to buy or rent locally will not be forced to move away. The recent Parish Plan identified support for further affordable housing in Headley.

This is an important issue that we as a community have to face, so please take the time to complete this survey. Your views are important, particularly if you or someone in your household is in housing need.

Affordable housing is essentially homes that can be rented or part-bought (shared ownership) usually from a Housing Association. The rationale for new affordable housing is to help local people of all ages who would like to either stay in or return to the village and in the long term contribute to maintaining the spirit of the community, as well as contributing to village services. The Spinney is a fine example of the success of the first phase affordable housing in Headley.

We are sending out this Housing Need Survey to assess the demand and gauge the level of support a small scheme might have in our community. We are doing this survey in conjunction with Mona Johansson, the Rural Housing Enabler for Surrey at Surrey Community Action. This is a charity that works with and supports communities in Surrey. Mona acts as an independent advisor providing information to villages on rural housing. The survey will be analysed by Mona and all information will be kept confidential. A report of the analysis will be given to the Parish Council.

Should the survey identify a need for affordable housing from households either currently living in, or having a genuine local connection with Headley, steps may be taken to find a site for a small development for local people. The Parish Council will then discuss these steps and all residents will have an opportunity to comment.

Please return this form using the FREEPOST envelope provided by 1 November 2007.

For further information, or for additional surveys, please do contact Gill Riggs the Parish Clerk, on 01306 882002, email gill.riggs@btinternet.com or Mona Johansson at Surrey Community Action.

Thank you for taking the time to read this letter and to complete the survey form.
We will advise residents of the results of the survey.

Yours faithfully

Clerk to Headley Parish Council

**Assistance filling in this survey
can be provided by calling the
Rural Housing Enabler on 01483
459 292 ext. 226**

Headley Parish Housing Needs Survey

Survey Return date: 1 November 2007

Extra forms / contact person for this survey: Mona Johansson, Rural Housing Enabler, Surrey Community Action, Astolat, Coniers way, Burpham, Guildford, Surrey, GU4 7HL. Tel: 01483 459 292 ext 226, Fax 01483 440 508, Email monaj@surreyca.org.uk.

Potential offers of land

Potential offers of land
Local Affordable Housing can only be provided on land which is made available at a very modest cost, therefore communities are dependent on the willingness of local landowners to consider making such land available. Exception sites planning policy requires this low valuation in order to deliver local priority and perpetuity. The Rural Housing Enabler welcomes approaches from landowners willing to make such sites available where these relate to existing settlements and do not constitute scattered development. The eventual choice of site will be decided by the Planning Department taking into consideration the views of the whole community.

PART ONE - FOR THE WHOLE COMMUNITY

We need to get the views of as many people as possible. Please help by completing this section and returning the form whether or not your own household is in need of affordable housing.

- Q1. Has anyone from your family moved away from Headley in the last 5 years because they were unable to enter the property market? 1 Yes
2 No

If you answered 'Yes' to this question and the family members need to move back to Headley, please pass this form to them, or request another form from the Rural Housing Enabler or the Parish Clerk.

- Q2. There is a proven need for more Affordable Housing, identified in the Parish Plan. Are you in favour of a development of Affordable Housing to meet the needs of local people? 1 Yes
2 No

- Q3. Can you suggest a site where a development could be built?

10. The following table shows the number of hours worked by 1000 employees in a company. Calculate the mean, median, mode and range.

If you would like to make any additional comments, please turn to p. 4

PART TWO - FOR PEOPLE IN HOUSING NEED

Please complete and return the rest of this form if you believe you are in need of Affordable Housing.

Perhaps you / your household might have had to leave Headley due to the local housing costs and need to return within the next 5 years? (If you know other people to whom this would apply, please get them to request forms from the Rural Housing Enabler or the Parish Clerk).

Complete a separate form for each household in need of housing. For instance, if a whole family will move together, complete one form. If mature children are in need of independent accommodation, complete one form for each person needing accommodation.

Students in full time education: The survey cannot take into account the future housing need of students in full time education where it would be difficult to determine if they will return to / remain in the locality.

Headley Housing Needs Survey

About your need for Affordable Housing:

Please tick which applies to your household:

Q4a. Does everyone in your entire household need to move together within the next 5 years?

1 Yes 2 No

OR

Q4b. Are you currently part of an existing household, but need to form a new independent household within the next 5 years; or do some members of your household need to form an independent household within the next 5 years?

1 Yes 2 No

Q5. Please complete the table below for everyone in the household needing to move (if more than 5 people, please continue on a separate sheet).

	Age	Gender	Relationship	Occupation	Work location
You					
Other person 1					
Other person 2					
Other person 3					
Other person 4					

The Housing Register

Q6. Is your household currently on the Local Authority Register? (It is vital that you register with the Local Authority Register if you wish to be considered for an offer of Affordable Housing. See notes on separate page).

1 Yes

2 No

Where you live

Q7. Do you live in Headley now? 1 Yes
 2 No

Q8. Please indicate how many years your household has lived in Headley. Please give dates.

Your local connection

Q9. If you need to be housed in Headley, what is your connection to the village? (Tick one or more)

- 1 Members of the household grew up in Headley 2 Members of the household currently live in Headley
3 Members of the household are currently employed in Headley 4 Members of the household have close family ties in Headley
5 Members of the household have lived in Headley and wish to return

Q10. Your accommodation at the moment (Tick one box only). Are you currently:

- 1 Living with your parents or family? 2 Own your home without a mortgage?
3 Own your home with mortgage? 4 Sharing ownership of your home with a housing association?
5 Renting from a housing association/local authority? 6 Renting from a private landlord?
7 Living in accommodation that is tied to your job? 8 Living in sheltered accommodation?
9 Living in a caravan or mobile home? 10 Other (specify)? _____

Reason for needing to move

Q11. Please tick your household's main reason for needing to move:

- 1 Need larger accommodation 2 Need smaller accommodation - present home is difficult to manage
3 Need physically adapted accommodation 4 Need cheaper accommodation
5 Need to be closer to employment 6 Need to be closer to a carer or dependent, to give or receive support
7 Need to avoid harassment 8 Need to have secure tenancy
9 Need to change tenure 10 Need to move into your own accommodation
11 Other (specify) _____

Income

Q12. Please indicate your approximate total annual income before tax. This should be all forms of income (for example benefits, pensions, interest on investments but excluding housing benefits) for everyone in the household needing to move together. If you do not provide income information it will not be possible to class you as being in need of Affordable Housing.

Before tax: £ year

Savings or equity:

Q13. Please indicate the amount of any savings, equity in your current home or other property, or investment, which could provide a deposit towards shared ownership.

£

Shared Ownership:

Q14. If you have sufficient income, would you be interested in the possibility of a shared ownership home? (See notes page) 1 Yes 2 No

Accommodation sought:

Q15. Please indicate your preferred type of accommodation, and reasons:

1 House 2 Bungalow 3 Apartment / Maisonette 4 Either

Reasons:

Special Needs

Q16. Do you require special adaptations i.e. wheelchair access? 1 Yes 2 No

Please give details:

Q17 Could you stay in your present home if the above adaptations were made? 1 Yes 2 No

Local amenities

Q18. Headley is a small village with limited transport. Would your household be comfortable managing with limited access to amenities? 1 Yes 2 No

The Rural Housing Enabler will need to stay in touch with you to ensure you have best chance of receiving an offer of housing if your need is verified. Therefore, it would be advisable to provide your name and contact details below:

Name: _____

Address: _____

Telephone No: _____

Email address: _____

Signed: _____

Dated: _____

Please use this space for any additional comments (please continue on a separate sheet if necessary):

Thank you for taking the time to complete this questionnaire.
The results of this survey will be available in the coming months, and will help the village to decide on its future plans.

What is this survey for?

The purpose of this survey is to determine the level of need for better provision of local affordable housing for the village, for instance through conversion of existing buildings, better use of existing affordable housing or provision of some new affordable homes. The information you provide will be treated confidentially.

Who may be eligible for Affordable Housing?

According to Local Plan policies, affordable housing should be made available to households unable to meet their own housing needs due to the disparity between household income and the cost of appropriate accommodation to rent or to buy on the open market.

The measure of an affordable housing cost recommended in the Council's own District Housing Survey is 25% of gross income. Households who are paying more than this proportion of their income for housing, or who are unable to form an independent household may be eligible for an offer of an affordable home.

The latest Land Registry figures for Mole Valley District (April to June 2007) reveal that the average price for a flat was £212,562 rising to £268,984 for terraced homes. Villages such as Headley normally have higher prices than urban areas and tend to be dominated by detached and semi-detached homes. Land Registry figures for October to December 2006 (the latest point in time when a sufficient number of terraced properties were sold) reveal that the average price for a terraced home in Headley (out of 6 sales in total) was £437,466.

What tenures are included in the term Affordable Housing?

1. Social Rented Housing - Renting from a Housing Association:

Weekly rent levels for 2007/08 (in Mole Valley District Council) for the different property types are as follows:

Bedsit: £54.79; 1 bedroom: £62.90; 2 bedrooms: £73.40; 3 bedrooms: £82.94; 4 bedrooms: £95.17. As such the rent for a 3-bedroom home is around £360 / month.

2. Shared Ownership - Now called New Build Home Buy:

Shared ownership allows intermediate earning households (usually those earning something over £24,000 per annum) to buy a share of a home from a housing association. This means that you have an opportunity to acquire a stake in your home, which you can take with you. As an example, a 40% share (£80,000) of the market value (£200,000) of a two bedroom flat would cost £467 per month on a mortgage with a 5% interest rate. Rent and service charge to a housing association of £225 per month (NB not all Housing Associations charge rent) would make a total housing cost of £692 per month.

The Local Authority Housing Register

This survey is intended to assist people who need to be housed in Headley. Please note that you must register on the Local Authority Housing Register in order to receive an eventual offer of housing. If you are not currently registered, you will need to make sure you do soon if you want to receive an eventual offer of housing. The Housing Advice can be contacted at the following address:

Housing Advice, Mole Valley District Council, Pippbrook, Dorking, Surrey, RH4 1SJ. Tel: 01306 885001

Some house owners may need to move to social rented or shared ownership housing as per the following two examples:

Example 1.

A mother involved in a relationship breakdown resulting in mortgage repayments she cannot afford, with little or no share of the house value, and insufficient income to buy the size home required for herself and her children.

Example 2.

A young couple who bought a flat and now require a house through starting a family may have not have enough equity combined with income to move to a bigger home on the market, but may be able to afford shared ownership.

Headley Housing Needs Survey - Supporting notes

District Surveys - sampling and statistical validity

This survey is a village rather than District Housing Needs Survey. District Housing Needs Surveys are carried out by the District Council every four years or so and are based on sampling of representative groups. The results from these sample groups are used to create a picture of need for the whole population. For this to be accurate a minimum response rate is required of around 35%.

Rural Housing Enabler Parish Surveys - a Register of Interests

In contrast, Village Housing Needs Surveys are sent to all households in a village and do not require a minimum response rate. Village housing surveys are a 'register of interests', or list, of people meeting the District Council's criterion for housing need. The purpose is to give every household the opportunity to have need assessed, and identify actual households in need in the locality, no matter how few. A secondary function of village surveys is to give an indication of the level of community support for the provision of affordable homes to meet local need.

General Village survey functions:

1. Raise awareness of the local housing / income affordability gap.
2. Determine if there are many households whose needs are not being met.
3. Report on quantity of existing affordable housing in the community; the frequency of re-lets and whether re-lets serve host community.
4. Consult on the best ways to meet outstanding local need – i.e. ensuring local lettings of existing social housing stock; converting buildings; providing new affordable homes.
5. Inviting landowners to consider making land available at low cost for the benefit of the community.
6. Give an impression of the general level of support for improving provision of affordable housing to meet local need.
7. Provide follow up information for the community about planning policies and affordable housing providers.
8. To encourage households with need to register on the District Housing register.

APPENDIX THREE

MOLE VALLEY DISTRICT COUNCIL LOCAL PLAN 2000

POLICY RUD5 – LOW-COST RURAL HOUSING

Proposals for very limited low-cost housing may exceptionally be permitted:

- a) within or adjoining the Green Belt villages identified in Policy RUD1,
- b) adjoining the villages excluded from the Green Belt identified in Policy RUD2,
- c) adjoining the villages which lie beyond the Green Belt identified in Policy RUD3 on land which would not otherwise be released for housing provided that:
 - 1. the development is consistent with the functions of the Green Belt in the case of a) and b) above;
 - 2. the proposed scheme is justified on the basis of identified local rural needs arising out of a village or a parish;
 - 3. the proposed scheme only provides dwellings at low-cost relative to prevailing market rents/prices;
 - 4. there are adequate management arrangements to ensure that:
 - (i) initial and successive occupiers of the dwellings are limited to local people who need to live in the villages.
 - (ii) the dwellings remain low-cost in perpetuity.
 - 5. the development is small scale, respects the form and historic character of the village and the local style of building and would not materially harm the openness of the Green Belt or the character of the countryside;
 - 6. adequate services and infrastructure exist in the village and additional public resources will not be required to improve services;
 - 7. the traffic generated is compatible with the environmental character of the village and can be adequately accommodated on the surrounding road network.

Dwellings provided under this Policy will contribute retrospectively towards provision under Policy HSG3.