



Eastington Community Land Trust (ECLT)

Steering Group Meeting 29th
September 2016 at 7.00 pm in Village
Hall

MINUTES

1. Attendance and Apologies for absence

Muriel Bullock (MB) (Acting Chair), Alan Brasier (AB), Alison Loverage (AL), Tom Low (TL) (Acting Secretary), Sharon Wells (SW) and Karl Hine KH (Aster). Apologies from Cllr John Jones (JJ) Paul Mannings (PM), Kathryn Gribble (KG) (Acting Treasurer). There were two members of the public

2. Approval of Minutes

Minutes of 1st September - accepted and signed by AB as Meeting Chair. Minutes of 15th September - accepted and signed by MB

3. Financial Report

TL reported £3,911 at bank. Our year end being 30th September, KG will produce the annual report, circulate in draft to MB and TL prior to audit [achieved 2.10.16]. Mrs Gloria Morris has agreed to perform the audit pro bono and can complete this in time for the Parish Council of 13th October.

ACTION – KG, MB, TL

4. Progress on Registration

Documents remain with the Registrar, due for release October 4th. It is therefore expected that this too can be ready for the inspection of the Parish Council on 13th October. The AGM including formal elections and issue of membership certificates can then follow which will be examined at the next meeting.

5. Draft Letter for fund raising and review of potential targets

MB, AL and SW had met and drafted a letter circulated by SW, which was well received.

KH asked that Aster Homes be called Aster Group now. AB recommended that “affordable” be included in the first sentence. TL asked that the incentive of an “Honour Board” in the Village Hall be offered for donors, say, over £100. AL suggested that major donors be listed on site, much as OHMG had done. It was also agreed that sending letters be timed after Incorporation and Parish Council of 13th October.

A discussion on targets identified a “middle group” of perhaps 12 companies of over 10 employees who could afford to give and a group above that of major employers who could be approached individually to give larger donations. SW would re-draft the existing letter for the “middle group” to be issued on or after 15th October, using ECLT Letterhead with registration number included.

For the larger companies, the letter would be personalised and taken in by hand by AL (Renishaws), AB (Staites and Smiths), TL (Co-op, Starbucks and Travelodge) and MB (Kings Head and Badger).

ACTION SW with AL, MB, AB, TL

6. Update on Parish Council support for Match Funding grant from Solar Panel Fund

MB reported that two significant strides had been taken to clarify our case to Parish Cllrs. The Clerk has had legal advice which resolves the conundrum of pre-determination: if Cllrs do not know the location or the nature of the buildings, then they will not be compromised.

The Clerk, MB and TL were amongst a delegation who met SDC planners for an exchange of views on the NDP (which went well). They went on for a pre-application discussion with the head of SDC Development Control which the Clerk found very reassuring and will be advising Cllrs that ECLT's plans meet all the policies of both SDC Local Plan and the Eastington NDP.

TL and MB will collate the maximum information possible for the October 13th Parish Council, if possible by Friday 7th October. MB and TL will also meet with cllrs who have outstanding queries.

7. Budgets, employment of specialists, Locality Application and Planning procedure

TL reported that budget estimates had both risen and fallen but the net result was a predicted £7,740 shortfall on £66,740. Increase was in having to pay the full Planning Fee of £9,200 and the saving was in Ground Surveying. It was agreed to proceed with the offer from Mark Cunningham to perform the Ground Survey work at half the estimates of both PM and KH. This work is a precursor to any architects work and early execution and Mr Cunningham would undertake the phase one survey pro bono. TL was also close to a pro bono arrangement for the ecology reports

ACTIONS – TL

Action on PM to ask the preferred architect if his fees can be trimmed was carried forward due to bad luck with missed contacts

ACTION - PM

In a discussion, it was accepted that an early application for the LOCALITY Feasibility Grant could be undertaken, partly because it did not pre-judge the Parish Council funding decision and partly because they did not ask for details of the site. TL had taken advice from GRCC on the application and MB agreed to double-check his work. Detailed budgets and a draft project plan for the phase would be split down by PM and TL with advice from KH [set for 7.10.16]

ACTION TL, MB, PM, KH

A formal Planning Application would only be entered after the Feasibility Report (the subject of the first LOCALITY Grant). However, after 13th October, the site location can be revealed and pre application discussions can take place with SDC, Parish Council followed by full public consultation. This of course requires the employment of the architect for the feasibility process and several technical reports to phase one stage.

8. Date of next meeting

Thursday 20th October, 7.00 pm in Village Hall, principal business – preparation for the AGM

Tom Low, Acting Secretary

CIRCULATION: Steering Group, IC (Advisor), KH and website

GLOSSARY:

CLT – Community Land Trust

DCLG – Department for Communities and Local Government

GRCC – Gloucestershire Rural Community Council

HA – Housing Association

HCA – Housing and Communities Agency (government funding for HAs)

NCLTN – National CLT Network

SDC – Stroud District Council