



**Eastington Community Land Trust  
Limited (ECLT)**

**Steering Group Meeting 17th  
November 2016 at 7.00 pm in  
Methodist 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), Cllr John Jones (JJ), , Paul Mannings (PM), Lynne Farnden (LF). Alex Bomberg (PC-AB) (PC Rep) . Apologies from Karl Hine (KH) (Aster). There were two members of the public

2- Minutes from previous meeting: approved and signed by MB

**3 – Co-option**

Tom Morrison was introduced and unanimously co-opted for his legal skills.

**4 - Financial report:**

LF reported the close-down figures for 2<sup>nd</sup> November which showed a balance of £5,160 to be carried forward to the new incorporated ECLT. Figures to be circulated to all members prior to AGM/SGM

**ACTION –LF, TL**

Invoices for National CLT (£325 for incorporation) and the village hall were approved

**5– Plans for presentation to SDC Planners**

TL confirmed that 25<sup>th</sup> November had now been set for MB, AB and TL to present the strategic issues to Holly Simkiss and Pippa Stroud. JJ to confirm his availability.

**6 – Plans for local consultation**

MB and AL have contacted Tina .....? And will be meeting soon. TL to provide draft circulation for Claypits residents, based on ECN article and SW's letter. Wider consultation would happen after initial designs (January/February?) although the AGM/SGM was itself a n opportunity to widen understanding amongst members at least.

**ACTION – MB, AL, TL**

## **7 - Letter for fund raising**

SW had circulated the final version, including an extra page with Aster and ECLT explained. KH confirmed approval by e-mail and SW took on board a couple of typos. Otherwise letter was approved. SW to meet with AI & MB to agree recipients and distribute.

**ACTION –LF, TL**

## **8 - Progress on Locality Grant**

TL had been given a turn-around cycle of 4 to 6 weeks, taking us too nearly Xmas. **On Friday 18<sup>th</sup>, TL received confirmation that our grant had been approved**, subject to due diligence, which was a pleasant surprise to say the least. That does not mean we can spend any money yet, but TL, PM and TM will do preparatory work with the Architect so that we can move quickly when the grant is finalised and paid.

**ACTION – PM, TL, TM**

## **9 - Progress on topographical survey**

PM and TL sorted out some T&C queries with Midland Survey and agreed a date of 24<sup>th</sup> November for the on-site work. TL has cleared this with the landowner, who has no plans to work in the field this winter.

For this survey and all others, agreed to set up a “Dropbox” facility to be accessed by PM, AB, TM, TL, the architects, engineers and some surveyors. No public access would be allowed, these being working documents and not all non-ECLT members would be allowed “write” privileges.

**ACTION – PM, TL**

## **11. Decision on Sound Survey**

AB has had two quotations back out of four and TM was able to secure a third at short notice. PM reported that all three had covered all the aspects of both the phase 1 and 2 work. Hydrock was the best value, being £350 lower than the next nearest, albeit 10% over our internal estimate. This was approved, subject to a query over splitting out the Phase 1 work from Phase 2. TL to sort out on Monday.

**ACTION –TL**

## **12. Progress on Highways Surveyor**

TL reported Helix had been engaged but indications were that Glos CC Highways might take 3 weeks to release the necessary plans. Thereafter, report should be within days.

### **13 – AGM and Special General Meeting**

TL had circulated the agendas to all members by e-mail (four by hand delivery). A discussion on handling the elections concluded that voting should be by show of hands unless the numbers involved became confusing.

**It was agreed** to expand the number of Board Members from 8 to 10 (the maximum in the Rules is 12). This would allow scope for new nominations.

TL handed round the final draft of the Certificates incorporating the Seal, which was **Approved**.

At AB's suggestion, JJ will describe the roles of each Board officer/Member prior to each election. Nominations must be for members, by a member and seconded by a member. Nominees will be asked to give brief reasons why they would be suitable.

#### **ACTION - JJ**

**14. Next ECLT meeting date** – AGM/SGM 1<sup>st</sup> December Village Hall 7.00pm.

Meeting closed at 19.50 pm.

**CIRCULATION:** Steering Group, PC-AB, IC (Advisor), KH (Aster) and website

#### **GLOSSARY:**

CLT – Community Land Trust

DCLG – Department for Communities and Local Government

FCA – Financial Conduct Authority

GRCC – Gloucestershire Rural Community Council

NCLTN – National CLT Network

SDC – Stroud District Council

T & C – Terms and Conditions

Tom Low, Acting Secretary