



Eastington Community Land Trust Ltd. (ECLT)

Twenty Fourth Meeting of Board Members

Thursday 1st February 2018

at 7.00 pm in Village Hall

MINUTES

1. Attendance: Tom Morrison (chair) (TM), Muriel Bullock (vice chair) (MB), Lynne Farnden (Treasurer) (LF), Tom Low (Secretary) (TL), Alan Brasier (AB), Ann Pitcher

Apologies for Absence: Martin Elliot (ME), Alison Loverage (AL), Paul Mannings (PM), Sharon Wells (SW), Cllr John Jones (JJ), Cllr Mark Chatterley, Edwin Davies, Karl Hine (Aster) (KH),

Declarations of Interest: there were none

Questions from the members to the Board: there were none but TM invited questions throughout.

2. Approval of Minutes of Board Meeting of 18th January

The minutes were unanimously approved and signed by TM

3. Financial Report

3.1 Approval of invoices

There were no invoices, resulting in a balance of £28,826.01

3.2 Updates from previous actions

TL reported that the Independent Examiner had been appointed as our agent with HMRC and that the examination would be done before the next meeting

LF stated that the Internal Audit was set for February 3rd.

TL had had feedback from the Registrar, who had received the rule change and expected to respond by 7th February.

3.3 Budgets and Commitments

As predicted by JJ, planning fees had risen by 20% on January 17th, implying an increased bill for ECLT of about £2000. TL and LF had agreed that the full bill would be met from Locality and any claims by the architect beyond the £40,000 Locality limit could be absorbed by the SDC grant.

Signed by _____, Chair.....15th February 2018

4. Progress on technical matters

TL reported that a full Transport Statement would be required by GCC Highways. This had appeared quite onerous and an initial quote of £3000 had been received. Subsequent discussion resulted in a reduced requirement, quoted by one consultant at £900. It was agreed that, after two consultants had declined to bid that a fourth quote be sought to ensure fair value and that Chair and Secretary be delegated to engage a suitable consultant.

ACTION: TL & TM

EG Carter had now supplied revised drainage plans and tracking/sweep plans. It remained for the architect to harmonise these with the more detailed plans currently being completed, including full details of paths, parking and sheds.

ACTION: architect

5. Progress on Legal Matters

5.1 Report on Title – Letter of Reliance

There remained no resolution from Aster's solicitors on this issue

ACTION: KH

5.2 Conditional Contract and 125-year Lease

TM had been informed by KH earlier on 1/2/18 that TLT had failed to incorporate the agreed amendments in the latest draft documents (version 8).

TM had advised BPE to stand down pending receipt of correct drafts from BPE. TM informed the board that a couple of provisions in the (incorrect) draft documents needed further investigation, namely the sliding scale purchase price and the proposed rent commencement date.

Note: TM followed up with KH on sliding scale purchase price and KH confirmed this had been agreed at heads of terms stage. KH also confirmed rent could be payable upon practical completion of the eleventh dwelling and not the first anniversary of practical completion. TM to discuss further with board at 15/2 meeting

ACTION: KH

5.3 Easements

Based on item 4 above, plans can only be produced after harmonisation between ECLT's architect and EG Carter's engineers. It is envisaged that this can be achieved before ECLT's next Board meeting. From those plans, Aster's solicitors can initiate easement discussions with GCC.

ACTION: architect then KH

6.0 Feedback from Data Protection Course

TL and LF reported that the course had been very worthwhile in clarifying the basic requirements for ECLT. TI had subsequently established that ECLT was exempt from registration under the new act but remained liable to comply with a number of its provisions. This would require a Privacy Policy and other adjustments to ECLT procedures, a report on which would be brought forward in March

ACTION: TL & LF

Signed by _____, Chair.....15th February 2018

7. Lettings and S106

TM invited discussion on any points arising from the circulated report.

AB was happy with the report but asked if we should consider limiting our local connection cascade to “Eastington” then “the rest of Stroud District”. TL explained that having a preference, after Eastington, of our neighbouring rural parishes was a long-established procedure, backed by Stroud policy HC4 and others. This resulted in a certain amount of reciprocation where our neighbours built on exception sites. After discussion, it was agreed to retain the cascade described in the report and as voted for in July and August meetings 2017.

LF highlighted some items raised with Lis Janaway of Aster last year, leading to a discussion of the meaning of “siblings” in the S 106. It was resolved to leave the standard definition of Family Connection un-changed.

A discussion of the workings of the 5-year tenancies ranged over downsizing, financial eligibility and notice periods. This was more helpful in sharing understanding of procedures which we would not be able to change but which might be raised as queries in public meetings. It was noted that to date, Stroud Housing Dept. had continued the use of lifetime tenancies, although all Housing Associations used the 5-year tenancy as standard. This might mean that some of our potential tenants might have to re-set their expectations.

The discussions will be resumed at the next meeting. MB suggested that TL gather any questions for Aster by e-mail before the next meeting, in order that responses could be obtained from Lis Janaway.

ACTION: TL

8. Date of next meeting

The next meeting was agreed as 15th February. The principal items will be Lettings and S 106 policy and progress on legal matters.

MEETING CLOSED at 8.30 pm

Tom Low, Secretary

February 2018

CIRCULATION

Board of Trustees

Webmaster: Ed Davies

General Members attending

Aster Group Karl Hine (KH)

Parish Council Cllr Mark Chatterley

GLOSSARY

FCA Financial Conduct Authority, our regulator

GCC Gloucestershire County Council, including Highways Authority

HMRC Inland Revenue

SDC Stroud District Council

S 106 Section 106 Legal Agreement pursuant to Planning Permission, including Local Connection

Signed by _____, Chair.....15th February 2018