



Eastington Community Land Trust Ltd. (ECLT)

Twenty Fifth Meeting of Board Members

Thursday 15th 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), Alison Loverage (AL), Paul Mannings (PM), Sharon Wells (SW), Ann Pitcher, Cllr Jennifer Corrie

Apologies for Absence: Martin Elliot (ME), 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 1st February

The minutes were unanimously approved and signed by TM

3. Financial Report

3.1 Approval of invoices

There were 2 invoices, that for Eric Cole being passed, resulting in a balance of £26,426.01.

TM queried the wording of the invoice from BPE, cautioning that it did not accord with the agreed fee structure. It was agreed that TM be delegated powers to discuss this with BPE to a conclusion (*note TM satisfactorily clarified the invoice with BPE on 16.2.2018 and so it was paid thereafter*)

3.2 Updates from Quarterly Internal Audit

PM and SW reported that they were fully satisfied had signed off the audit with LF.

3.3 Delegated decision to appoint a Highways Consultant

TM and TL had provided a report on their decision to appoint Helix Transport in the sum of £900, the competitive alternative bid being above £3,000. The decision was noted by members. Helix anticipate a delivery date of 28th February, hopefully in time for the next Board meeting.

Signed by _____, Chair.....1st March 2018

3.4 Budgets and Commitments

TL had circulated an updated report showing a margin of £8,995 of grants available over commitments and invoices. PM welcomed the report but asked if any significant items could be foreseen which were not stated yet as commitments. TL explained that the main concern was that a delay to the planning application beyond 31st of March could result in the wasting of the Locality Grant.

Discussion of the advisability of fixing 31st March as our deadline for the application was addressed under item 5 below.

3.5 Approval of change to Rule F1

Members noted the receipt of the FCA's approval by TL. This opens the way for resuming the AGM, including presentation of the Independent Examination. It was agreed to re-call the AGM on 15th March.

ACTION: TL

4. Progress on technical matters

TL reported progress on the finer points of the application, including the top-level summary document "Design and Access Statement". Copies were passed round and met with compliments to the architect. Printed copies to be supplied to Board members.

ACTION: TL

5. Progress on Legal Matters

5.1 Report on Title – Letter of Reliance dropped

TM reported that Aster's solicitors had relented on this issue and the full Report on Title would be addressed jointly to Aster and ECLT as originally expected.

5.2 Conditional Contract and 125-year Lease

TM related the sequence of events since the last meeting, including various exchanges of e-mails and phone calls. The net result was Aster's solicitors had elevated management of our contracts to a Partner, rather than an associate, resulting in much better quality of understanding.

TM had received revised drafts (V9 of the Contract and V6 of the Lease) at noon on the day of this meeting, meaning that he had only skim-read them. The overall quality was now acceptable, including ECLT being fully recognised as the third main party in both agreements and a full list of acceptable planning conditions which PM examined and found sensible. There remained points of difference or drafting which TM and our solicitors would examine as soon as possible. KH had offered to come to Bristol to meet TM and TL week commencing 19/02 if required.

AB queried the expression of the contract price which was shown as "per plot" in the draft Heads of Terms circulated by KH. TM advised that he was in touch with the landowner's solicitor and made him aware of the potential confusion. *(note: TL subsequently circulated the signed version of the Heads of Terms which says "per unit" and V9 of the draft contract which states "per dwelling" and a likely price).*

5.3 Easements

Plans can only be produced after harmonisation between ECLT's architect and EG Carter's engineers, which are close to conclusion. From those plans, Aster's solicitors can initiate easement discussions with GCC.

ACTION: architect then KH

Signed by _____, Chair.....1st March 2018

5.4 Discussion of date for Planning Application

Members debated the timing of the planning application. The concern was that delays in sorting out contracts was in danger of pushing the application beyond 31st March.

In order to avoid losing £8,800 of the Locality grant because of the end-of-year deadline, it was agreed to seek permission from SDC to transfer the planning fee to that Agreement.

ACTION: TL & LF

Board to continually monitor progress on contracts.

6. Lettings and S106

There being no e-mailed queries prior to the meeting, TM invited discussion.

AL and SW expressed concern with the Lettings system in that the strict use of the 5-year tenancies could result in families moving out of the village when their children grew up. Whilst acknowledging that the 5-year rolling tenancies were today's standard, AL and SW felt that they would also discourage older parishioners with life-time Council tenancies from downsizing to ECLT bungalows. In either case there might be a gradual dilution of local people in ECLT homes over time.

In debate, all members appreciated the points being raised but MB pointed out that there was little ECLT could influence with this form of tenancy being used nationwide. AB suggested that the best thing ECLT could do was to learn from this scheme in designing further schemes with a different mix of homes. TL proposed and it was agreed that we must improve our setting of expectations in public meetings, particularly for people known to have lifetime tenancies now.

It was also agreed by all that the project remained worthwhile in that the stock of affordable houses to rent in the parish would be increased by 20% by the ECLT scheme and the number available under Local Connection would be more than doubled.

7. Date of next meeting

The next meeting was agreed as 1st March with the AGM re-called for 15th March.

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 Cllrs Mark Chatterley & Jennifer Corrie

GLOSSARY

FCA Financial Conduct Authority, our regulator SDC Stroud District Council

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

Signed by _____, Chair.....1st March 2018