



Eastington Community Land Trust Ltd. (ECLT)

Thirty Second Meeting of Board Members

Thursday 7th June 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), Sharon Wells (SW), Martin Elliot (ME), Alison Loveridge (AL), Paul Mannings (PM), Cllr John Jones (JJ), Ann Pitcher, Ed Davies

Apologies: Karl Hine, Aster (KH), Cllr Mark Chatterley (MC).

Declarations of Interest: PM made a general declaration that his professional links with Aster and Eric Cole might from time to time restrict what he could or should contribute on detailed technical and pricing matters.

Questions to the Board: there were none but TM invited contributions throughout

2. Approval of Minutes of Board Meeting of 3rd May

The minutes were amended for an error at minute 7 and then unanimously approved and signed by MB, chair of that meeting.

3. Financial and Administration Report

3.1 Approval of invoices: There was one, signed by MB and TM. The balance at bank would be £15,210.55

3.2 Progress on SDC Grant enhancement

LF reported receipt of £2,208 on 21st May and £4,293 on 4th June, which brought our claims up to date. The bank balance could now bear the payment of the Planning fee at any time.

3.3 Consideration of Review of Ecology Report

TL presented a quotation for £780 from Wildlife Services to provide a covering report. This was needed by Aster and EG Carter to indemnify the findings of Dr Studholm's work (see 17th May, minute 6.3). AB proposed that, since the existing report was good enough for Planning, that Aster be asked to bear this cost. (*secy note: KH accepted this on 12th June and will proceed at Aster's cost*)

4. Lettings and S106 – outcome of Lettings Conference on 4th June

AL reported that the Lettings Conference had been a detailed negotiation but had had to end on a "no decisions" basis because Lis Jannaway had to report back to higher management.

Signed by TM, Chair..... 21st June 2018

However, Aster subsequently proposed that all tenancies be “Lifetime Assured”, after the usual 12-month Starter Tenancy, which had been AL and SW’s preferred policy all along. Wording to that effect from KH was quickly debated and the Board unanimously agreed to accept this proposal in principle. TL would convey this decision to KH and TM would consider minor modifications to the wording to fully define all terms used, to be included in the 125-year Lease (rather than the S106).

ACTION TL, TM

5. Progress on Legal Matters

5.1 Conditional Contract and 125-year Lease

KH had reported via TL that Red Kite had still not reverted, several weeks after indicating their overall comfort with the documents. It was agreed that TM would contact Red Kite directly to ask if there were some reason why marked-up drafts had not been released (*Secy note: TM contacted 12th June and was promised a response by 15th June*).

ACTION: TM

5.2 Easements

KH is still unable to conclude arrangements with Highways England (HE) and was hoping for Aster’s highways consultant to effect a meeting soon. TL and perhaps TM would attend because this is a key element on the project critical path

ACTION: KH

5.3 Draft Transfer

Aster’s solicitors had produced a draft document and TM has returned it with ECLT’s comments.

ACTION: KH

5.4 Choice of solicitors for S106 and update from SDC

TL reported that SDC no longer provided a draft S 106 upon receipt of Planning Application. SDC would be prepared to provide a draft at full cost to ECLT. The alternative was for ECLT and Aster to propose a Unilateral Undertaking. Board members debated TM and TL’s preferred strategy of ECLT paying for a specialist CLT solicitor to lead the drafting, rather than either SDC or Aster’s solicitors. National CLT’s recommendation is Wrigleys of Leeds, to whom TM has now sent the draft Conditional Contract and asked for a quotation for “reading-in” and then drafting and negotiating the S 106 as a Unilateral Undertaking. A report on their quotation would be brought to the next meeting.

ACTION TM, TL

Signed by TM, Chair..... 21st June 2018

6. Technical matters

6.1 Project Plan

TL reported that Chris Bates, Aster’s site agent had drafted a plan but had declared it “not ready for issue”. TL to follow through with KH.

ACTION KH, TL

6.2 Gardens for upstairs flats

KH had requested clarification on the surface treatment of the gardens for the two upstairs flats. Aster’s management policy was that they be paved because they were remote from water and power. Responding to SW and AB, TL confirmed that each of the four flats had been given a private space with a shed and drying space. ME proposed that we accept the Aster proposal for paving with raised beds, providing the raised beds had appropriate top-soil. This was agreed, TL to convey to KH.

ACTION: TL

7. Discussion of date for Planning Application

TL reported clarification from SDC Planning that (a) it was expected that a decision would take 8 weeks rather than the maximum 13 (b) if ECLT wished at a late stage to delay determination, this could be mutually agreed. PM and Tm pointed out several pitfalls of making the application without signed contracts, which AL and MB in particular acknowledged.

TM stated that little had changed since 17th May in we still awaited written reactions from Red Kite and any progress with the highways Section 8 and easement. There were also a number of small wording amendments to be incorporated for joint ownership, storm drainage and lettings, all of which would take time.

It was agreed to postpone application until all of these matters were completed.

8. Date of next meeting

The next meeting was agreed as 21st June at 7.00 pm in the Village Hall. LF and AL presented apologies in advance.

MEETING CLOSED at 8.00 pm

Tom Low, Secretary

June 2018

Signed by TM, Chair..... 21st June 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
GRCC Gloucestershire Rural Community Council, an advisory body
PRoW Public Right of Way, of which route EEA 48 passes along inside ECLT's eastern boundary
SDC Stroud District Council
S 106 Section 106 Legal Agreement pursuant to Planning Permission, including Local Connection
Red Kite Solicitors to the Vendor

Signed by TM, Chair..... 21st June 2018