



## Eastington Community Land Trust Ltd. (ECLT)

### Fifty-seventh Meeting of Board Members

Thursday 1<sup>st</sup> August 2019

at 7.00 pm in the Village Hall

### Minutes

**1. Attendance** Tom Morrison (chair) (TM), Tom Low (Secretary) (TL), Alan Brasier (AB), Martin Elliot (ME), Lynne Farnden (Treasurer) (LF), Alison Loveridge (AL), Sharon Wells (SW), Cllr John Jones (JJ), Cllr Mark Chatterley (MC), Ann Pitcher, Georgie Brocklehurst, Ed Davies (ED).

**Apologies:** Muriel Bullock (vice chair) (MB), Karl Hine, Aster (KH), Paul Mannings (PM),

**Declarations of Interest:** There were none

**Questions to the Board:** ED asked what provision there was for the gardens and hedges of the development to be controlled in the future. AL pointed out that these matters were controlled through the Tenancy Agreement. It was agreed to put this on the next agenda and for TM to obtain the latest Aster Tenancy Agreement.

### 2. Approval of Minutes

The minutes of the Board Meeting of 4<sup>th</sup> July 2019 were unanimously approved and signed by TM.

JJ queried whether "Puddleworth" had an "s" in it. TL agreed to check (*secy note: post office and ordnance survey both support the absence of an "s". The 1839 Tithe Map gives "Puddle Warth"*).

### 3. Financial and Administration Report

#### 3.1 Approval of invoices

There was one cheque for the Village Hall. LF reported that SDC had paid the £2,250 grant request so that our free cash was £2,360.58. TM had written formally to BPE for a credit note of £720 and agreed to pursue BPE to achieve a resolution prior to our year-end audit.

**ACTION: TM**

#### 3.2 Information required by HSBC

LF reported that HSBC had asked for extensive details of our accounts, as part of a periodic account review. She intended to complete this within a week.

**ACTION: LF**

#### 3.3 Arrangements for Internal Audit 3<sup>rd</sup> Quarter

TL and AB agreed to be inspectors on August 8<sup>th</sup> at 11.00 am.

Signed by TM, Chair ..... 15<sup>th</sup> August 2019

**A Registered Society under the Co-operative and Community Benefits Societies Act 2014, registration number 7425**

**registered address: Hazel Cottage, Millend, Eastington, Stonehouse, Glos. GL10 3SF, [www.eastingtonclt.ltd](http://www.eastingtonclt.ltd), 01453 823425**

### **3.4 Consideration of Quotation for the Registration of Title**

TL reported that Anthony Collins has quoted £200 plus VAT plus disbursements for this task. TM explained that because our solicitor at BPE had retired, we lacked the technical ability to access the Land Registry database. The quote was unanimously approved.

### **3.5 Colour of doors, tiles and windows**

EG Carter's architect had asked Board to approve the colour palette. Some colours for the doors and tiles had been simplified. An e-mail vote concluded that the specification provided by our own architects, demonstrated at public consultation events and passed by SDC Planning should be respected. KH confirmed that our wishes would be implemented.

## **4. Legal Matters**

### **4.1 Funding from Homes England**

KH has conveyed that both contracts (Aster/SDC and SDC/Homes England) are almost ready for engrossment, having been delayed by solicitors on annual leave, rather than any great problem.

### **4.2 Progress on access easement with Highways England (HE)**

It was reported that the HE external solicitor had taken 5 weeks' compassionate leave, delaying engrossment. *(Secy note: KH reported on 2<sup>nd</sup> August that a substitute solicitor had issued a final version, asking if KH was happy to engross, and so this appears to be concluding after all).*

**ACTION: KH**

## **5. Implementation of Conditional Contract and Lease**

### **5.1 Summary of impediments remaining**

On July 30<sup>th</sup> Aster accepted that the Surveys and Reports Condition (Schedule 4), leaving 2 of the 4 conditions to be fulfilled

Access to site (see 4.2 above) and Financial viability (Item 4.1 above)

Strictly speaking, Planning Permission can be subject to Judicial challenge for up to 8 weeks and so the earliest Aster can sign the lease would be 15<sup>th</sup> August.

### **5.2 Steps remaining to start-on-site, including Zayo re-cabling**

KH is planning for a start-on-site date in mid-September. This relies upon Highways England engrossing the access easement (4.2 above) which in turn would allow Aster to engage and pay Zayo. The standard lead time quoted by Zayo was 2 weeks followed by 2 weeks work on site. TL has appraised the landowner of the general plan and Mat Vye of EG Carter will manage detailed actions thereafter.

Signed by TM, Chair ..... 15<sup>th</sup> August 2019

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## 6. Dates of next meetings

Agreed as August 15<sup>th</sup> and 29<sup>th</sup> both at 7 pm in the Village Hall. Next meeting to include examination of Tenancy Agreement rules on garden maintenance and 29<sup>th</sup> August to include understanding of internal finishes.

**Meeting closed at 7.26 pm**

**Tom Low, Secretary, August 2019**

## CIRCULATION

**Board of Trustees**   **Members attending**   **Webmaster:** Ed Davies  
**Aster Group** Karl Hine (KH)   **Parish Council**   Cllr Mark Chatterley

## GLOSSARY

Anthony Collins LLP   ECLT solicitors for S 106, led by Dominic Curran  
BPE   ECLT solicitors for main contracts, led by John Russell  
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  
Red Kite   Solicitors to the Vendor  
SDC   Stroud District Council  
S 106   Section 106 Legal Agreement pursuant to Planning Permission, including Local Connection  
Trowers   Trowers and Hamlins LLP, solicitors to Aster for funding matters in particular  
TLT   Solicitors to Aster Homes

Signed by TM, Chair ..... 15<sup>th</sup> August 2019