



Eastington Community Land Trust Ltd. (ECLT)

Sixty First Meeting of Board Members

Thursday 19th September 2019

at 7.00 pm in the Village Hall

Minutes

1. Attendance Tom Morrison (Chair) (TM), Martin Elliot (ME), Lynne Farnden (Treasurer) (LF), Karl Hine (Aster) (KH), Samantha Hale (Aster) (SH), Ann Pitcher, Georgie Brocklehurst (GB), Ed Davies (ED).

Apologies: Sharon Wells (SW), Paul Mannings (PM), Alan Braisier (AB), Tom Low (Secretary) (TL), Muriel Bullock (Vice Chair) (MB), Cllr Mark Chatterley (MC). **Declarations of Interest:** There were none.

Questions to the Board: There were none but TM invited comments throughout.

2. Approval of Minutes

The minutes of the Board Meeting of 5th September 2019 were unanimously approved and will be signed by TM at the next Board Meeting.

3. Financial and Administration Report

3.1 Approval of invoices

There was one invoice for the hire of the Village Hall during August, for the amount of £21.00. This was approved and a cheque for the amount was issued. The cash balance is now at £3,060.58.

LF confirm that we are still waiting for the carry-back tax rebate of over £300. TM said that he was happy to pursue the possible carry forward of losses in 2017/18 and chase up the tax rebate at the same time.

ACTION: TM

4. Legal Matters

4.1 Progress on Homes England Funding

KH informed the board that the main contract has now been signed and funds should transfer to TLT next Monday.

4.2 Progress on Highways England (HE) Easement

KH informed the board that the Deed still waiting to be signed by Highways England and is at the Bedford Head Office ready for completion next Mon or Tue.

KH to chase if not signed by next Tue. TM to contact KH Tues for an update.

ACTION: TM, KH

Signed by TM, Chair 3rd October 2019

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

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4.3 Summary of impediments remaining

TM confirmed that both the Financial Condition (see 4.1 above) and the Access Condition (see 4.2 above) still remained pending.

TM understood that once the Access Condition was satisfied (i.e. the easement completes), Aster would agree that the conditional contract had gone unconditional and proceed to complete the lease. This in turn would trigger the sale of the freehold to ECLT.

5. On-site Activity

5.1 Agenda for 20th September Meeting at E G Carter Offices

KH handed out the agenda for the Pre-Contract meeting and both ME and LF confirmed they will be attending. TM had a list of questions that TL had put forward (e.g. community site visits, signboards, phases of construction etc..).

KH confirmed that most of the questions would be answered at the meeting. He did advise that we would be kept up to date with detailed drawings and receive the minutes of every site meeting. A question was raised at the meeting asking how long would it take before the road was adopted after completion of the site. KH said it varies but is usually 6-9 months.

5.2 Estimate for Start-on-Site

KH said that E G Carter believes that the end of Oct is achievable.

6. Review of Queries Raised in Tenancy Agreement Including Aster Responses

KH, SH answered the following:

Height of the letter boxes? *The letter boxes will be in the middle of the door.*

Flooring specification? *Vinyl flooring in bathroom, Kitchen and cloakroom, Dust sealed and latex*

Re-furb decanting examples? *Liz currently on holiday but will be asked to provide details*

Vacation of deceased's belongings? *Liz to confirm*

Exchange wording? *Agreed it needs rewording*

Rights to buy? *KH not sure about Preserved Right to Buy (transferring from a Council property – will need expert advice. Considers risk to be negligible and not aware of any examples of this being successfully exercised in respect of an Aster development.*

'Questions and Answers' sheet? *KH is happy to produce one for tenants*

It was agreed with KH that due to the high unexpected cost of moving the Zayo cabling, Aster would not be providing carpets for the properties. KH confirmed there was however room in the budget for the installation of fibre broadband .

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7. Dates of next meetings

Agreed as October 3rd and October 17th both at 7 pm in the Village Hall. Two Rivers has kindly offered to lead a discussion on Shared Ownership practise and processes, in preparation for Project Two. KH and SH gave apologies for 3rd October.

Meeting closed at 7.45 pm

Lynne Farnden, Treasurer

September 2019

CIRCULATION

Board of Trustees Members attending Webmaster: Ed Davies

Aster Group Karl Hine (KH), Sam Hale (SH) **Parish Council** Cllr Mark Chatterley

GLOSSARY

As per previous meeting

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