



Eastington Community Land Trust Ltd. (ECLT)

Sixty ninth Meeting of Board Members

Thursday 6th February 2020

Minutes

1. Attendance: Cllr John Jones (JJ), Martin Elliot (ME), Lynne Farnden (Treasurer) (LF), Tom Low (Secretary) (TL), Alan Brasier (AB), Sharon Wells (SW), Alison Loveridge (AL), Muriel Bullock (Vice Chair) (MB), Ann Pitcher, Ed Davies (ED), Georgie Brocklehurst (GB).

Apologies: Tom Morrison (Chair) (TM), Cllr Mark Chatterley (MC). **Declarations of Interest:** none.

Questions to the Board: There were none but the Chairman invited questions throughout.

Acting Chair: In the absence of TM, MB chaired the meeting

2. Project Two – Discussions with the architect

2.1 Report from the Acoustic Surveyor

TL had circulated a commentary on the latest modelling which showed predictions very similar to Puddleworth Close. In general, Trustees felt that the risks were handleable, given our previous experience and that this Surveyor appeared to be taking a constructive view of mitigations. AB pointed out that the predictions were already lower than the acoustic experience of the existing villagers.

2.2 Discussions of revised layout from Richard Fellows (RF) and Richard Stone (RS) of Quattro

RF and RS had re-drafted their masterplan to take account of the Acoustic Surveyors report. The result was radically different from the December 2019 draft but still contained 52 units, 28 of which were to the west of the main entrance.

There was an extensive discussion: the following points are not in any order.

AL asked for the eastern units to be more positively linked to the western units. This was tricky because of the foliage to the south and the green space for the Listed Building setting. AB suggested that the road could be allowed to encroach a little into the green space. RF then offered that, were gardens to be planned to the side of some units, three sets of semis could be dotted along the southern edge. This would achieve AL's objective whilst still being low-impact.

LF preferred to see the south western units facing into the development, more like the December draft layout. RF pointed out that the acoustic shadows were needed for making gardens quiet enough and that probably 10 units would still have to face the motorway. TL pointed out the dense vegetation to the south-west and said that the proposed 2 metre acoustic fence could be maybe 3 metres in that area.

Signed by MB, Acting Chair 20th February 2020

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

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AB pointed out that there was a hump running along the field, west to east and that removing that may have an influence on Acoustics as well as drainage.

GB asked if there would be charging points for electric cars – RF confirmed “yes” although technology was moving swiftly and Building Regulations likewise.

AB referred to the emerging 2025 Building Regs and suggested the green space could have ground source heating – RF agreed although JJ stated Stroud DC had had mixed success in deploying such schemes. Air source heat exchangers seemed to be more popular now

There was considerable discussion about the merits of all car spaces being at front doors. Opinion was split on this although RS and RF considered that a revised road layout in the western half could meet this point and LF’s ideas for southern houses to face inwards. (*secy note: there are four examples of car access to rear of properties in Alkerton: Budding Close (16), Wentsfield (8), Alkerton Road (16) and Bath Road (17). This is approx. 15%*).

It was agreed to consider this further, to which end RS was asked to provide a PDF of his layout for circulation. There was no discussion of house types at this stage, although RS’s design did have a blend of bungalows, flats and 2-3 bed semis.

ACTION: RS then TL

MB thanked RF and RS for their generous participation in what was an eclectic but constructive 45-minute discussion.

3. Approval of Minutes

The minutes of Board Meeting of 16th January 2020 and the AGM of 30th January 2020 were unanimously approved and signed by TM outside the meeting.

4. Financial and Administration Report

4.1 Approval of invoices

There were three cheques to be signed. The net sum at bank would be £4,633.99 after all cheques are cashed.

LF reported that, upon receipt of a Purchase Order from Aster Communities, she had raised an invoice of £4,784 in respect of annual ground rent.

4.2 Appointment of Anthony Collins LLP

In the light of 4.1 above, TL reported that he and TM had signed the appointment of Anthony Collins as instructed by minute 3.2 of 16th January Board.

4.3 Feed-back on Q1 Internal Audit

ME and AL had signed off the audit for which MB complimented LF. There were two process improvements to be made: (a) items to be clearly marked as Project one or two on circulated lists (b) invoices in the Cash Book to be recorded as the date of receipt by ECLT, rather than the date printed on the suppliers’ invoice. The latter would improve understanding of the bank reconciliation by Trustees conducting the audit. Board approved the new measures.

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4.4 Co-option of Georgina Brocklehurst as a Trustee

TL proposed the appointment of GB to the vacant post, for which purpose GB had signed the Code of Conduct and the Declaration of Member's interests. This was unanimously approved

4.5 Tender for Phase One Ecology Survey

TL presented a report proposing that the Ecology survey be undertaken now, partly because it was affordable with the new income (see 4.1 above) and partly because of timing. The latter point is that there have to be two phases, one being winter observations and the other summer observations.

TL further proposed that Stroud Valley Project (SVP) may be able to undertake this task for under £500, saving the effort of full tendering (Financial Regulation 9.3).

It was agreed to offer SVP a single-tender opportunity, on the Board's understanding that if their fee were more than £500, two further tenders would be sought by TL. (*secy note: SVP quoted £480 and so were appointed 10th February*)

ACTION: TL, TM, LF

5. On-site Activity

5.1 Appointment of two Trustees for next Site Meeting, 20th February

It was agreed that TM and ED would attend.

5.2 Report from Site Meeting of 16th January

LF asked for clarification of Site Meeting minute 11.01 where Aster appeared to agree cill headings without any double check by ECLT.

TL agreed to circulate the full 5-page EG Carter Project Checklist (*secy note: Achieved 9th Feb*)

6. **Date of next meeting** Agreed as 20th February and 5th March, both at 7 pm in the Village Hall.

Meeting closed at 8.05 pm

Tom Low, Secretary

February 2020

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