



Eastington Community Land Trust (ECLT)

Steering Group Meeting 25th August
2016 at 7.00 pm in Village Hall

MINUTES

1. Attendance and Apologies for absence

Alan Brasier (AB), Alison Loverage (AL), Paul Mannings (PM), Tom Low (TL) (Acting Secretary), Kathryn Gribble (KG) (Acting Treasurer), Cllr John Jones (JJ) Apologies from Sharon Wells (SW). There were two members of the public

Muriel Bullock (MB) declared a possible interest in item 6 and withdrew to the public gallery. AB stepped in as Chair for the meeting

2. Approval of Minutes of 12th August 2016

Accepted and signed by AB as Meeting Chair

3. Financial Report

KG reported £3,950 at bank. An income/expenditure report will be provided at the first meeting of each month, starting after the September 1st interviews.

4. Budget Variations

TL referred to the circulated proposed variations to the £4,000 NCLTN budget, whereby money saved on land purchase (an Aster responsibility) could be used to begin employment of architect and technical surveys. Agreed to changes in principle but to delay detailed apportionment until after architects' interviews.

5. Progress on Registration

TL reported good progress with NCLTN, initial draft has been vetted.

6. Report on interested Architects

PM pointed out our legal obligation to appoint a Project Designer, which could be combined with the main architect role. He had asked all four bidders to consider that. PM and TL had studied the four bids and issued a supplementary clarification note to ensure common understanding.

PM presented a tabulation of the four bids, including both RIBA stages 0 to 3 (ECLT responsibility) and stages 4 to 7 (Aster/Contractor responsibility). Overall, bidders B and D were significantly higher and it was agreed to interview bidders A and C. Bidder B was much closer on stages 0 to 3 and would be considered first reserve.

It was agreed to conduct interviews on Thursday 1st September at 6.30 in the Village Hall. It was agreed to use the proposed list of standard questions circulated by TL with two modifications from Karl Hine and PM.

ACTION – PM to write to A and C

7. Application for Match Funding grant from Charlie Bullock Fund

TL had written a draft submission, sent to MB and KG and agreed with Parish Clerk to have it available for 30th August. In the light of the level of fees quoted by architects, it was agreed to bid for £10,000

ACTION – TL with Parish Clerk

8. Date of next meeting

Thursday 1st September, 6.30pm - interviews of two Architects, AB to chair in absence of MB

Tom Low, Acting Secretary

CIRCULATION: Steering Group, IC (Advisor) and website

GLOSSARY:

CLT – Community Land Trust

DCLG – Department for Communities and Local Government

GRCC – Gloucestershire Rural Community Council

HA – Housing Association

HCA – Housing and Communities Agency (government funding for HAs)

NCLTN – National CLT Network

SDC – Stroud District Council