



Eastington Community Land Trust Limited (ECLT)

First General Meeting of Board Members

Thursday 5th January 2017

at 7.00 pm in Village Hall

Minutes

1. **Attendance:** Muriel Bullock (MB) , Alan Brasier (AB), Tom Low (TL) (Secretary), Lynne Farnden (LF) (Treasurer), Cllr John Jones (JJ), Alison Loverage (AL), Sharon Wells (SW), Tom Morrison (TM) and general members Ann Pitcher and Ed Davies,
Apologies: Martin Elliot (ME), Paul Mannings (PM), Karl Hine, Aster (KH)
Declarations of Interest: there were none

2. **Signing of Code of Conduct and Declarations of Interest by all Board Members**

All seven board members present provided signed copies of both documents.

3. **Election of Board Chair**

JJ chaired the election as an independent party. TM was nominated by MB and AL and elected unopposed as Chair.

The Board agreed that a Vice Chair would be in order and TL and TM nominated MB who was elected unopposed.

4. **Approval of Minutes of 15th December 2016 Meeting of Members**

Approved and signed by TM (chair of that meeting)

5. **General Members and members of public**

Ann Pitcher queried the first cut layout where a double hammerhead was represented in the north-west corner. TM explained that whilst it's primary duty was to act as a turning splay, the architect had admitted that it could be used as an extension for future development. There are no plans for further phases since this would require a new Housing Needs Survey, expected to be in 2018/19 and there had been no discussions about additional land purchase. For clarity TL explained that all adjacent land remained outside the Alkerton settlement boundary and thus would only be available as an Exception Site.

6. **Clarification of role of JJ as a co-optee**

The Board resolved to co-opt JJ under Rule D 5.1 and to grant him discussion and voting rights on non-election matters. JJ signed both the Code of Conduct and the Register of Interests, noting that he may in future choose not to vote on any item which conflicted with his primary role as a District Cllr.

7. **Financial report**

Signed by TM, Chair19th January 2017

LF reported that with the arrival of the Locality grant for £9,750, our balance was £ 13,796.06 as at January 1st. HSBC had provided the wrong form and TL, MB and LF had had to re-send LFs details to add her as a signatory.

It was resolved that signatories should change with a change of officer, being Chair, Vice Chair, Treasurer and Secretary.

ACTION - TL

TM asked that the cheque signing and a decision on insurance agreed at the meeting of 15th December be formally retrospectively agreed by the now fully constituted Board. **Agreed unanimously**

LF presented the schedule of cheques comprising Helix Consultancy and an expenses cheque for TL. **Duly signed by MB and TL.**

LF has been considering the Financial Regulations, adapting them from Parish Council Regs. Now ready to be circulated to members for consideration at the next meeting.

ACTION - LF and all

TL reported that SDC were to receive £149,500 for community-led housing, which includes CLTs. SDC will need to spend this before March 31st, which will be difficult since only ECLT and Nailsworth CLT have schemes anywhere near ready to progress. TL is working on this with KH and Nailsworth CLT and will report further information when known.

ACTION – TL, KH

8. Progress on Letter for fund raising

SW and MB to check their letters correctly quote the new website and distribute. At some point when we had some news relevant to companies, an update would be sent out but not asking for money

ACTION – SW, MB

9. Progress on Noise Survey and Highways (reports circulated)

TL reported conversations with PM and TM and it was agreed that the Hydrock report was challenging. Points were made about positioning of houses, carried forward to item 11. TL illustrated the effect of Hydrock's dummy house layout on noise deadening as per Hydrock's fig 8.

It was agreed that we preferred to avoid sealing of bedroom windows. PM had advised that external acoustic fencing could remove up to 20 decibels, yet this was missing from the report. The architect had also mentioned external shielding. TL to query this with Hydrock and ensure Architect had his copy. AB asked that the architect indicate the 60dB and 65 dB contours.

ACTION - TL

The Highways report was agreed to be favourable. The estimates were felt to be a bit high by TM and KH. But they are non-binding. Upon a query about a possible 30 mph limit, MB indicated that such discussions took at least two years and JJ said that pavement lighting would be required as a minimum for 30 mph. Not a factor for us.

10. Decision on Air Pollution Survey

Signed by TM, Chair19th January 2017

TL confirmed that PM, KH and TM had agreed on the recommendation circulated **AGREED to appoint Hydrock Consultants immediately** with a view to having this, our final technical report, by end January.

ACTION - TL

- 11. Feedback on discussion of first cut ideas from Architect 15th December 2016**

See appendix TL agreed to take feedback to PM and check HNS and SDC for mix. **Note Appendix Item 1**

ACTION – TL, PM, MB

- 12. Ideas for questions for Aster Housing Manager at next meeting**

AL and MB had met to discuss this but required more information. TL agreed to supply this and then to share draft questions by e-mail with Board Members.

ACTION – MB,AL,TL

- 13. Timing of consultations with SDC, public, landowner and Parish Council**

It was Agreed to postpone any discussion of formal consultations until we had a working layout.

- 14. Date of next meeting and dates for Feb and March**

Agreed that next meeting would be 19th January and that we would continue to meet every two weeks for the next two months. **Also Agreed** that it was acceptable for meetings to take between 1.5 and 2 hours at this busy stage, with an upper limit of two hours.

Dates : January 19th, February 2nd and 16th , March 2nd and 16th all at 7.00pm in Village Hall

Meeting closed at 8.38 pm

CIRCULATION

Board of Trustees: plus attending member Ann Pitcher

Webmaster: Ed Davies

Aster Group Karl Hine (KH)

Advisor Ian Crawley (IC)

Parish Council Rep. Alex Bomberg (EPC-AB)

GLOSSARY:

CLT – Community Land Trust

DCLG – Department for Communities and Local Government

HNS – Housing Needs Survey 2014

GRCC – Gloucestershire Rural Community Council

NCLTN – National CLT Network

NDP – Neighbourhood Development Plan

SDC – Stroud District Council

Tom Low, Secretary, ECLT

Appendix to Minutes of ECLT Board Meeting 5th January 2017

Item 11

Feedback for Architect from first-cut design

Signed by TM, Chair19th January 2017

1. **Mix of 1 and 2 bed flats/bungalows needs to change.** Query need for 4 bed houses (not in HNS) and 3 bed houses may be less as well

Mix needs to be referenced to 2014 HNS and clarity needed on SDC attitude to allocation of e.g. 3 bed house if qualification was for 2 bed. MB, TL and maybe AL will visit Laura Steven 12th January to clarify various details. **Further discussion document will then be circulated before discussion with architect**

2. **Farmer should be allowed to access his back field by existing route** i.e. close to the footpath.

Logic is (a) neither he nor we will like him driving a muck wagon down a fancy road with cars parked (b) it puts more space between motorway noise and first houses

3. **We want to avoid sealed windows/MVHR in bedrooms.** (MVHR = Mechanical Ventilation with Heat Recovery). This implies:

- (a) Acoustic panels to be used to make inroads into general external noise level
- (b) Such windows as do need to be sealed should be stairwells and bathrooms if possible
- (c) KH believes there are devices for venting windows yet blocking sound without MVHR

4. **Access road can be moved closer to motorway** to put more units away from some noise

- (a) This could entail an extra house in the top corner,
- (b) making the front "apron" of the scheme a passive amenity area e.g. trees.
- (c) This action could also substitute for acoustic panels for the front 20 metres or so (£10k plus saving)

5. **Houses nearest the back hedge should have a bit more room**

6. **PM has reservations about tandem parking** and driving past one house to reach another which can be reviewed once second-cut layout is available. The result may well be like a crooked inverted "J"

7. **Consideration of the western field edge** should be incorporated in the second-cut design i.e. to ensure the farmer has a **viable cutting pattern**. Assumed that edge near Claypits road may not be viable for arable, see item 4

Tom Low, Secretary, ECLT

Signed by TM, Chair19th January 2017