



# Eastington Community Land Trust Limited (ECLT)

## Fifth Meeting of Board Members

Thursday 2<sup>nd</sup> March 2017

at 7.00 pm in Village Hall

### Minutes

**Attendance:** Alan Brasier (AB), Tom Low (TL) (Secretary), Lynne Farnden (LF) (Treasurer), Martin Elliot (ME), Cllr John Jones (JJ), Tom Morrison (TM) (Chair), Muriel Bullock (MB) (Vice Chair), Alison Lverage (AL) and general members Ann Pitcher and Ed Davies

**Apologies:** Paul Mannings (PM), Sharon Wells (SW), Karl Hine, Aster (KH) **Declarations of Interest:** there were none

#### 1. Approval of Minutes of 16<sup>nd</sup> February Board Meeting

Minutes approved and signed by TM.

#### 2. General Members and members of public

Ann Pitcher asked if Aster Group would have a say in the final layout. TL explained that KH had been consulted at every stage, since it was his responsibility to prove the affordability of the scheme. ECLT's insistence on bungalows would be an unusual design for Aster but at the same time, the use of semi-detached houses, preferred by the Board at the last meeting, tended to keep overall costs lower.

Aster had a series of standard interiors which visits to other CLTs had shown to be very good and with which our architect was familiar from previous schemes. ECLT would have relatively free rein on exterior finishes.

#### 3. Financial report

3.1 LF reported an outflow of approved cheques provided a balance at bank on 1<sup>st</sup> March of £11,537.72

3.2 LF presented one cheques as previously circulated which was approved and signed by TL, MB

3.3 TL confirmed that since the publication of the draft, there had only been a typographical correction to reg. 5.8 et seq, otherwise there had been no request for change. **AGREED** to adopt as V4.0.

3.4 MB, AB agreed to be scrutineers for the quarterly accounts reviews, starting March 31st

#### **ACTION – LF, MB,AB**

3.5 JJ reported that Pippa Stroud would be taking a report to Housing Cttee on 29<sup>th</sup> March to include recommendation that ECLT be among the beneficiaries of the £44,500 available from the DCLG grants for 2016/17. No specific amount had been decided as yet. TL offered to speak to Pippa Stroud to establish when and how monies were to be distributed, since it affected how ECLT went forward with other grant applications

#### **ACTION – TL**

Signed by TM, Chair .....16<sup>th</sup> March 2017

#### **4. Progress on GPR survey including implications for drainage**

The GPR survey was received on 28<sup>th</sup> February and immediately showed that several ducts/pipes were closer to the centre of our site, narrowing the scope for house layout options (see item 6 below). KH, PM and the architect also identified the need for a drainage policy since about half the houses would be unable to discharge into the mains sewer by gravity. KH had drawn up a draft specification for an Initial Engineering Review, seen by PM and TM and circulated by TL prior to this meeting. **It was Agreed** that TL should seek quotations from three engineering consultants and that TM, PM, LF and TL be delegated to decide on the most appropriate quote before the next meeting, provided costs were below £1,000 (a figure which LF and TL agreed could be met from Budget 100).

**ACTION – TL then TM, PM, LF, TL**

#### **5. Feedback on meeting with Nick Spencer 24<sup>th</sup> February**

MB reported that she and TL had had a constructive meeting with Mr Spencer. He was comfortable with the draft layouts Option 2b and Option 4 or 5, preferring Option 4 if anything. The access track was discussed and Mr Spencer indicated a preference for driving on the west side of the scheme rather than retaining the line close to the motorway. This is a useful suggestion and the architect has already incorporated it into the latest version (see 6 below). MB asked if Mr Spencer had any ideas as to a street name and remembering his father, Wilf Spencer as the long-time farmer of that land was discussed and whatever historic name the field had.

#### **6. Discussion on three second-cut options from Architect**

TL brought the latest layout version which the architect had drafted following the GPR results. Essentially it was a variation on Options 4 and 5 circulated by TL between meetings, having a loop design with a central amenity area. KH is known to favour this style over the circular form of Option 2 and the meeting expressed general agreement from a social and aesthetic point of view.

It was agreed to ask the architect to bring some options on elevations and exterior finishes to the next meeting, to complete the Phase One design process

**ACTION – TL**

#### **7. Discussion on next steps in consultations**

TL reported that the Ecology Report had been updated with photos and a map and that amendments to the conclusions of both the Noise Report and the Air Quality report had been achieved. Along with the architect's latest designs, it was agreed that we were ready to present all our reports to SDC planners on March 3<sup>rd</sup>. LF, JJ, TL and the architect to attend with Holly Simkiss of SDC Development Control at what is called a "Pre-App" meeting. Prior to that, TL was to present the Air Quality report to Mr Jackson of Environmental Health in the hope that he would sign off the results as acceptable without a Phase Two analysis.

**ACTION – JJ, TL, LF**

AB asked that TL report back after March 3<sup>rd</sup> since it was such a key stage in the planning process, which was agreed.

**ACTION – TL**

JJ asked that the Board note the likely 20% rise in planning fees in June 2017 and encouraged submission of the full planning application before that time (the benefit would be around £1,900 to ECLT).

Signed by TM, Chair .....16<sup>th</sup> March 2017

**8. Parish Council and Public consultations**

It was agreed that 9<sup>th</sup> March was too soon to meet Parish Council and that the Clerk be asked to arrange a full council agenda for the usual Planning Committee date of 23<sup>rd</sup> March. By that time, we would have elevations as well as layouts to present and would have had valuable feedback from SDC on 3<sup>rd</sup> March.

**ACTION – TL**

TL reported that KB Coaches had agreed to let us use their empty offices for a drop-in event for Claypits residents’ neighbourhood consultation, at any time and at no charge. However it was felt that discussion of this and a Village Hall drop-in should be left to our next meeting.

**9. Date of next meeting**

**Agreed** that next meeting would be 16<sup>nd</sup> March, at 7.00pm in Village Hall by which time it is expected that the architect will have elevations to present. A review of budgets in the run-up to 31<sup>st</sup> March (by which time we must spend the Locality Grant) will also be a key agenda item.

**Meeting closed at 7.57 pm**

**CIRCULATION**

**Board of Trustees and** 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

GPR – Ground Penetrating Radar

GRCC – Gloucestershire Rural Community Council

NCLTN – National CLT Network

NDP – Neighbourhood Development Plan

SDC – Stroud District Council

**Tom Low, Secretary, ECLT**

Signed by TM, Chair .....16<sup>th</sup> March 2017