



Eastington Community Land Trust Limited (ECLT)

Twelfth Meeting of Board Members

Thursday 15th June 2017

at 7.00 pm in Village Hall

Minutes

Attendance: Tom Morrison (TM) (Chair), Tom Low (TL) (Secretary), Lynne Farnden (LF) (Treasurer), Sharon Wells (SW), Cllr John Jones (JJ), Martin Elliot (ME), Members Anne Pitcher, Ed Davies, Parish Cllr: Mark Chatterley (MC)

Apologies: Muriel Bullock (MB) (Vice Chair), Karl Hine, Aster (KH), Alan Brasier (AB), Alison Loverage (AL), Paul Mannings (PM), **Declarations of Interest:** none declared

1. Approval of Minutes of 1st June Board Meeting

Minutes of meeting of 1st June were unanimously approved, to be signed by AB on Monday 19th June.

2. General Members had no comments

3. Financial report

- 3.1 There was one cheque for approval, which was signed by LF and TL in favour of Eric Cole architects. LF reported the bank balance was £19,705.01 following receipt of the first half of the Locality Grant (£20,000)
- 3.2 LF and TL explained the need for three Budgets – “400” for Parish Solar Fund (£4,000), “500” for Locality (£40,000, in two tranches of £20,000) and “600” for the DCLG grant via SDC (£20,000).

Each had its purpose and agreed cost components and the three Budgets allowed both ECLT to monitor and the external bodies to verify that expenditure matched expected cost components. Budget 500 is exclusively for architecture costs and the planning fee whilst Budget 600 covers most of the remaining technical reports. Budget 400 is “match funding” and will be used to meet unexpected costs as they arise.

TM asked if there could be a consolidated income/expenditure statement to show ECLT’s financial position overall, which LF said was presented at year end for the External Auditor. On a running basis, LF said this was in essence the Cash Book, where every transaction was logged and which gave rise to the cash balance given in minute 3.1 above. The quarterly Internal Audit included a reconciliation of this figure to the bank statements. The next Internal Audit will be based on 30th June and reported at the 20th July meeting.

4. Report and recommendation on preferred solicitors

Acting upon conformation that Aster’s solicitor would indeed take responsibility for the proof of title, TM had provided a revised and more detailed scope to BPE, our preferred solicitor. TM had inserted a specific requirement that the 125-year lease includes a full commitment by Aster to maintenance of the open spaces within the “red line”. Unfortunately, all this had been delayed by holidays until June 19th.

ACTION – TM

Signed by TM, Chair July 2017

5. Progress towards Planning Application

5.1 New Layout – Pumping Station

TL reported that STW required a fee of £173.00 to consider the Engineer's request for a type 2 pumping station. TL had authorised this as a sub-£500 essential payment and this was supported.

5.2 New Layout – Loop Road versus Hammerhead

A discussion of the merits of the two options provided by the architect in advance, centred on:

- Hammerhead having safer access for play areas (LF, SW)
- Loop being less flexible in the event of Fibre Ducts (item 5.4 below) being problematic (TM, TL)
- Hammerhead having scope for more logical landscaping (all)
- A visitor's car park (8 -10) being preferable to occasional spaces elsewhere and providing lower maintenance on-going (ME)
- Loop requiring more tarmac for capital costs (all)

The decision for Hammerhead was unanimous (TL revealed that all apologist members were also in favour), conditional on the small visitors/overflow car park. *(Secretary's note: on 19/6/17 KH indicated he was happy with the car park concept)*

5.3 Additional drawings for Flats and Bungalows

TL provided new drawings from the architect showing location of bin stores, contiguous to each flat. There was also an alternative semi-detached bungalow configuration. There were no strong feelings but it was agreed to provide more time by circulating the drawings and responding to TL by e-mail with any views. *(secretary's note, KH responded on 16/6/17 that Aster Tenant Management were happy with the proposals)*

ACTION – TL and ALL

5.4 Ground Survey

The National Gas owners had delayed trial pitting, allegedly due to proximity to their pipe. TL visited site on 14th June with their engineers and proved that the trial pits would be 30 metres from the pipeline. Owners now happy and our surveyor will commence work on 13th July. This leads into a series of lab tests which take 3 to 5 weeks. Upon questions from ME and member Ann Picher, TL confirmed that these tests were not required for our planning application but would be running in parallel. Their main purpose was to eliminate risk in the tendering and engineering phases.

5.5 Zayo Fibre Duct Location

Aster's preferred builder, Carters, had queried the precise location of the fibre duct, which did not register on the GPR survey in Phase One. TL attended site with Zayo engineers who energised the tracer line and marked out the line with wooden pegs. It seemed that the line swung in an arc to begin with, potentially limiting the location of two of our western units.

Furthermore, the engineers were unhappy that we would be running domestic gardens across their duct, albeit that they had established that it was 1.2 metres deep. TL has written to Zayo administration to seek clarification on what is a very important principle and will e-mail results upon receipt.

It was agreed to continue with the view that, if the fibre duct affects the layout design, we will move houses on the plan rather than pay upwards of £150.000 to move the fibre duct.

ACTION – TL then ALL

Signed by TM, Chair July 2017

6. Success in Homeseeker applications

TL reported that he had asked SDC for a computer check on how many applicants on the Homeseeker Register had stated a preference for Eastington. A similar check twelve months ago had indicated 23, including 1 gold and 1 silver.

The figures now are more than double, at 66:

1	Emergency
9	Gold
25	Silver
31	Bronze

All Board Members are to be congratulated on this increase, which must be due to our stirring up of interest and is of course reflected in our Trust Membership now standing at 109.

TL pointed out that the gold and silver applicants may have been surprised at their eligibility and that the gold applicants stand a very good chance of being housed well in advance of our houses being built (if they are flexible about location).

7. Date of next meeting

Agreed that next meeting would be July 6th at 7.00pm in Village Hall, followed by 20th July and 3rd August. MB was requested to book the hall for these dates. Principal business on July 6th would be confirmation of the appointment of a solicitor, progress on planning application and data from the Principal Designer

ACTION – MB

Meeting closed at 8.13 pm

CIRCULATION

Board of Trustees

Webmaster: Ed Davies

Aster Group Karl Hine (KH)

Parish Council Cllr Mark Chatterley

GLOSSARY:

DCLG – Department for Communities and Local Government

SDC – Stroud District Council

HNS – Housing Needs Survey

GCC- Gloucestershire County Council

STW – Severn Trent Water

Signed by TM, Chair

July 2017

Tom Low, Secretary, ECLT

Signed by TM, Chair July 2017