



Eastington Community Land Trust Limited (ECLT)

Fifteenth Meeting of Board Members

Thursday 3rd August 2017

at 7.00 pm in Village Hall

Minutes

Attendance: Tom Morrison (TM) (Chair), Sharon Wells (SW), Tom Low (TL) (Secretary), Lynne Farnden (LF) (Treasurer), Martin Elliot (ME), Alan Brasier (AB), Cllr John Jones (JJ), Alison Loverage (AL), Guest: Lois Taylor (GRCC) (LT)

Apologies: Muriel Bullock (MB) (Vice Chair), Paul Mannings (PM), Karl Hine, Aster (KH), Parish Cllr: Mark Chatterley (MC)

Declarations of Interest: none declared

1. Approval of Minutes of 20th July Board Meeting

Minutes of meeting were unanimously approved to be signed by MB, chair of that meeting, later.

2. General Members

There were no general members. LT introduced her role as 3-day-a-week Rural Housing Enabler for SDC, working mainly from GRCC offices but also in Pippa Stroud's section at SDC. With wide experience in council housing and housing associations, LT can bring advice and working examples of best practice. She will not be handling the SDC Grant invoices, that will remain with Pippa Stroud.

3. Financial report

3.1 There was one cheque for approval, in favour of Village Hall

3.2 SW and LF reported that the Quarterly Audit had been passed successfully, report attached below.

3.3 Progress on SDC Grant:

Although TM had submitted a second marked-up response in conjunction with LF and TL, SDC now not available until 14th August. TM explained that his main changes (defining the purpose of the grant as limited to consultants' fees) had been accepted but there was a problem over SDC wanting 56 days to issue any cheques.

4. Progress towards Planning Application

4.1 Layout and Engineering

A layout showing gravity drainage i.e. not requiring a pumping station, was discussed. TL pointed out the reduction in parking spaces and undertook to raise this with the architect (*Secy note – new 63-space layout circulated 9th August*).

AB and LF queried the responsibility for the amenity space and TM indicated this was an important issue that would need to be properly recorded within the provisions of the 125-year lease granted to Aster. There will be a meeting with KH in September where this can be tackled (see 5.2 below). If ECLT is not satisfied with

Signed by TM, Chair August 2017

Aster's proposals with regard to the space, TM commented that ECLT may wish to retain ownership of the space (potentially as part of a joint venture with the Parish Council).

AL queried the style of Aster's repairs and maintenance policy and TL contacted KH for a copy of Aster's tenancy agreement and associated tenant booklets. *(Secy. Note, provided by KH 4th August and circulated).*

4.2 Ground Survey

Awaiting Lab Test results. *(Secy. note, received 8th August and circulated)*

4.3 Acoustic Modelling

This will follow the architect's next layout, which is due 7th August. Expected turn-around is 4-5 days and so we should have a draft report for the next meeting.

5. Progress on legal matters

5.1 Section 106

Using the S106 from Nailsworth, TL, TM and KH have drafted a model S106, including a meeting between KH and TL on 1st August. TL explained that SDC will have to issue an official draft as soon as we apply for planning and TM confirmed that the model we have drafted should save time with solicitors. LF asked who will be doing the main legal work and TM indicated that Aster's solicitors (TLT) will take the lead with our solicitors (BPE) reviewing on our behalf, with reference to the model.

The S 106 is 20 pages long so TL shared the key 5 pages for debate. AL asked where there was reference to limitations on tenancy swaps and TL agreed to add a clause to reflect Board discussions of February 2nd. Also, it was agreed to re-define "Cambridge" as "Slimbridge" when JJ pointed out that Cambridge was not a parish. *(Secy. Note, both items added to model S106 4th August and shared with KH).*

Concern was raised by AL and LF about the 5 working day turn-around for re-lets. Lis Janaway of Aster had indicated in January that we might have advanced warning of a termination. Members then discussed the possibility of ECLT maintaining an e-mail register of potential tenants (at their request) who could be circulated. This could include contacting the Village Agent, Neighbourhood Warden or close family of potential tenants who were not computer-savvy. Board will need to consider this further and TL undertook to express these ideas and concerns to KH. *(Secy. note, KH has agreed to convene a meeting in September to discuss communication between Aster Lettings and ECLT).* Item to be included in September 7th agenda and eventually to be incorporated in an appendix to the S106 agreement

ACTION: KH and TL

5.2 Aster 125-year lease

TM reported that he had had a draft lease via KH and had asked BPE solicitors to provide an opinion on any fundamental issues, which was received on 3rd August. TM reported on the BPE findings, which were not onerous and indicate that he and KH would meet in September to discuss fundamentals, including responsibility for amenity areas and adoption of some areas by ECLT/Parish Council/ECO. TM would report back at each stage as per S106 discussions.

ACTION: KH and TM

Signed by TM, Chair August 2017

5.3 Other legal matters

KH had provided an update on progress with the landowner's solicitor. TM had been unhappy with a proposal to use an Option Agreement instead of a Conditional Contract and KH had accepted the latter. KH has also instructed his solicitor to seek registration of the land (all of the field) by the landowner's solicitor at TM's instigation.

6. Date of next meeting

Agreed that next meeting would be August 17th at 7.00pm in Village Hall, expected business being progress on planning application (Acoustic modelling) and legal matters

Meeting closed at 8.30 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

GRCC – Gloucestershire Rural Community Council

STW – Severn Trent Water

Tom Low, Secretary, ECLT

Signed by TM, Chair August 2017