



# Eastington Community Land Trust Limited (ECLT)

## Twentieth Meeting of Board Members

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

at 7.00 pm in the Village Hall

### Minutes

**Attendance:** Muriel Bullock (MB) (Meeting Chair), Tom Low (TL) (Secretary), Lynne Farnden (LF) (Treasurer), Alan Brasier (AB), Martin Elliot (ME), Alison Loveridge (AL), Sharon Wells (SW), Cllr John Jones (JJ), Paul Mannings (PM). General members Ann Pitcher, Ed Davies. Parish Cllr: Mark Chatterley (MC)

**Apologies:** Karl Hine, Aster (KH), Tom Morrison (TM)

**Declarations of Interest:** none declared

#### 1. Approval of Minutes of 19<sup>th</sup> October Board Meeting

Minutes of meeting were unanimously approved and signed by MB (chair in absence of TM).

#### 2. General Members had no comments but contributed later.

#### 3. Financial report

3.1 There were 2 cheques for approval. LF reported a balance of £17062.51.

#### 3.2 Annual Audit

LF was thanked for clearing the external audit with no adverse remarks. The quarterly and annual internal audits were agreed for 11.30 Saturday November 11<sup>th</sup>, AL and AB to conduct with LF. TL to circulate policies to all trustees for review prior to annual internal audit.

**ACTION: TL, AL, AB, LF**

#### 3.3 Data Protection Course

Agreed that TL attend a half day course at £50, date to be notified by GRCC. Significant implications arising from new legislation in May 2018.

#### 4. Feedback from meeting with SDC Planners

AB reported that the second Pre-App meeting with Holly Simkiss and Ceri Porter (our new case officer) had been cordial and constructive. Following discussion of all previous points, the planners had declared themselves very satisfied with ECLT progress. Current layouts and restrictions were understood and accepted. On the Acoustics barrier, there was a clear statement that 3.5 metres (including the bund where practical) was the maximum SDC could accept. Holly Simkiss went on to suggest that we adjust some car park spaces by plots 19 to 23 to give easier use of all the acoustic shadow where residents could sit out in an area with under 55dBA ambient noise. This was accepted by AB, MB and TL verbally.

Signed by \_\_\_\_\_, Chair ..... November 2017

TL has subsequently obtained a re-run of the acoustic model for this reduced height, which showed an increase of only 1 or 2 decibels. TL discussed this by telephone with Ceri Porter who accepted that the “price” of 1 or 2 decibels was good value for reducing the fence by 70 cm. Agreed to take that view forward to Technical Conference as ECLT’s preference (see 5 below)

**ACTION: TL**

## **5. Preparation for Second Technical Conference**

AB and LF expressed an interest in accompanying MB and TL.

A discussion on potential Value Engineering items agreed that rear windows could be simplified. Also, it was agreed that the three en-suite bathrooms could be deleted, subject to the building size remaining (*update from 3<sup>rd</sup> November – space will become fitted wardrobes, no loss of overall size – secy.*). A discussion on changing the patio doors from 4 glass panels to two plus a separate window was inconclusive with no strong feelings. Views to be taken to Conference.

**ACTION: TL,MB,LF,AB**

## **6. Progress on Legal Matters**

### **6.1 Report on Title and Application for First Registration**

TL reported that the vendor’s solicitor now applied for registration. TM would be able to trace this on-line soon.

**ACTION: TM**

### **6.2 Conditional Contract and Draft Lease**

Good progress had been made. BPE, our solicitors had exchanged further comments with TM, such that a combined mark-up can be passed to TLT, Aster’s solicitors. Agreed that TM would bring the BPE report on all conditions to the next Board, although there may be interactions between times.

**ACTION: TM**

## **7. Meeting with Lis Janaway, Aster**

AL reported that she had met with MB, LF and SW to formulate questions for the meeting of 7<sup>th</sup> November. (*circulated to Board by 3<sup>rd</sup> November – secy.*). Considerable discussion added a couple of extra questions but the main concern was the failure of SDC to observe the S 106 at Bush Close on two recent voids. MB is following this up with SDC with help from AL, as a matter of Parish Council concern. The meeting with Lis Janaway was opportune in cross-checking what SDC were telling MB

**ACTION: MB, LF, AL, SW**

## **8. Date of next meeting and setting of AGM**

Next Board would be on Thursday 16<sup>nd</sup> November at 7.00 pm with principal business being progress on legal matters, progress on annual audit, technical progress towards from 3<sup>rd</sup> November Conference and feedback from meeting Lis Janaway on 7<sup>th</sup> November.

AGM was agreed for December 7<sup>th</sup>. *A discussion on filling the two vacancies was overtaken by a realisation on 3<sup>rd</sup> November that seats should be left for potential resident’s representatives -secy to bring to 16<sup>th</sup> November meeting for confirmation.*

**ACTION: TL**

Signed by \_\_\_\_\_, Chair ..... November 2017

Meeting closed at 8.28 pm

## CIRCULATION

**Board of Trustees**

**Webmaster:** Ed Davies

**General Member attending:** Ann Pitcher

**Aster Group** Karl Hine (KH)

**Parish Council** Cllr Mark Chatterley

## GLOSSARY

GCC Gloucestershire County Council

HMRC Inland Revenue

SDC Stroud District Council

S 106 Section 106 Legal Agreement pursuant to Planning Permission, including Local Connection

Signed by \_\_\_\_\_, Chair ..... November 2017