



## Eastington Community Land Trust Ltd. (ECLT)

### Fortieth Meeting of Board Members

Thursday 20<sup>th</sup> September 2018

at 7.00 pm in Village Hall

### MINUTES

**1. Attendance** Alan Brasier (AB) Tom Morrison (chair) (TM), Tom Low (Secretary) (TL), Lynne Farnden (Treasurer) (LF), Martin Elliot (ME), Sharon Wells (SW), Alison Loveridge (AL), Cllr John Jones (JJ), Ann Pitcher

**Apologies:** Paul Mannings (PM), Cllr Mark Chatterley (MC), Karl Hine, Aster (KH), Muriel Bullock (vice chair) (MB), Ed Davies.

**Declarations of Interest:** JJ recorded a potential conflict of interest in item 7, being an SDC Cllr.

**Questions to the Board:** there were none but TM invited contributions throughout

#### **2. Approval of Minutes of Board Meeting of 13<sup>th</sup> September**

The minutes were unanimously approved and signed by AB.

#### **3. Financial and Administration Report**

##### **3.1 Invoices**

The only invoice was for the Planning Portal, which was held back pending item 7 below

##### **3.2 Public Consultation**

TL presented a short article for the Eastington News (ECN), saying that we would be applying for planning “soon” and that people should look out for dates for a “drop in” in October. **This was approved.**

It was also decided to specifically write to Claypits’ residents before ECN publication. TL undertook to draft this and to establish whether we could use KB Coaches old office for a Claypits drop in. (*secy note: agreement at KB Coaches 21<sup>st</sup> September*).

**ACTION: TL**

#### **4. Lettings and S106**

Mr Curran returns from leave on Monday 24<sup>th</sup> September.

#### **5. Progress on Technical Matters**

TL reported that the dialogue with Severn Trent continued and that the architect had had to make minor adjustments to plots 1,2 and 3. (*secy note: resolved 28<sup>th</sup> September*)

Signed by TM chair of this meeting.....4<sup>th</sup> October 2018

## 6. Progress on Legal Matters

### 6.1 Conditional Contract, Draft Transfer and 125-year Lease

TM confirmed that he had received BPE's comments on the latest versions of the conditional contract, lease and transfer.

The principal area of concern remained the extent of the landlord's obligations in respect of the grassed areas, which generated considerable debate.

**It was resolved** that TM would confirm to BPE that the grassed areas did not include the public space within the scheme and would instruct Mr Russell to limit our responsibilities to "mow the grass" (*secynote: TM achieved this 21<sup>st</sup> September*)

BPE's comments were largely positive, save for the grassed areas and residual concerns over access.

TM confirmed that BPE's comments did not appear to identify any amendments that resulted in the latest drafts being materially more adverse than the previous drafts that were reported on by them. The board were therefore satisfied that minute 6.2 of 13<sup>th</sup> September was now unconditional and that it could sign the engrossments when they were presented and checked by Mr Russell

### 6.2 Timing of signatures

TL reported that the main obstacle to signing all contracts was that Mr Davenport of Red Kite would be on holiday until Monday 24<sup>th</sup> September. TLT's information was that Mr Davenport had an appointment with the landowner, in Stonehouse on Thursday 27<sup>th</sup> September. Provided that Mr Davenport was also satisfied with the final drafts, TLT would be able to furnish engrossments before 27<sup>th</sup> September.

Since BPE would receive engrossments in parallel with Red Kite, we would also be able to sign on 27<sup>th</sup> or 28<sup>th</sup> September. The next signing date for Aster would be 2<sup>nd</sup> October, after which completion would be organised by TLT by 5<sup>th</sup> October at the latest.

## 7. Review of progress towards filing Planning Application.

TL reported that the architect had provided a written draft of the application form which TL had circulated with the library of technical reports. Members were satisfied that it and the supporting documents were accurate.

TL further explained that the application was now made via the national Planning Portal. This would entail sending a cheque in the post but only after the full digital application had been submitted. **It was agreed that**, if this could be done at the architect's office on Friday 28<sup>th</sup> September we would be able to account for the cheque as within the 2017/18 financial year.

Signed by TM chair of this meeting.....4<sup>th</sup> October 2018

The procedure would then be that the cheque would have to be received by the Planning Portal and be cleared through their bank before the digital application went forward to SDC Planning. This would take at least until 5<sup>th</sup> October and probably 8<sup>th</sup> or 9<sup>th</sup> October. The impact of this would be that contracts should be completed (see minute 6.2 above) before the digital application became public.

**After significant discussion, it was agreed unanimously (JJ abstaining, see minute 1) to submit the planning application digitally on 28<sup>th</sup> September, members being aware that signature of legal documents would still be in process.**

**ACTION: TL**

**8. Date of next meeting**

The next meeting was agreed as 4<sup>th</sup> October at 7.00 pm in the Village Hall.

**MEETING CLOSED at 8.20 pm**

**Tom Low, Secretary**

**September 2018**

**CIRCULATION**

**Board of Trustees**

**Webmaster:** Ed Davies

**General Members attending**

**Aster Group** Karl Hine (KH)

**Parish Council** Cllr Mark Chatterley

**GLOSSARY**

Anthony Collins LLP      ECLT solicitors for S 106, led by Dominic Curran

BPE      ECLT solicitors for main contracts, led by John Russell

FCA      Financial Conduct Authority, our regulator

GCC      Gloucestershire County Council

GRCC      Gloucestershire Rural Community Council, an advisory body

PRoW      Public Right of Way, of which route EEA 48 passes along inside ECLT's eastern boundary

Red Kite      Solicitors to the Vendor

SDC      Stroud District Council

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

Signed by TM chair of this meeting.....4<sup>th</sup> October 2018

Trowers            Trowers and Hamlins LLP, solicitors to Aster for funding matters in particular

TLT            Solicitors to Aster Homes

Signed by TM chair of this meeting.....4<sup>th</sup> October 2018