



# Eastington Community Land Trust Ltd. (ECLT)

## Sixtieth Meeting of Board Members

Thursday 5<sup>th</sup> September 2019

at 7.00 pm in the Village Hall

### Minutes

**1. Attendance** Tom Morrison (chair) (TM), Muriel Bullock (vice chair) (MB), Tom Low (Secretary) (TL), Alan Brasier (AB), Martin Elliot (ME), Lynne Farnden (Treasurer) (LF), Cllr Mark Chatterley (MC), Ann Pitcher, Georgie Brocklehurst (GB), Ed Davies (ED).

**Apologies:** Sharon Wells (SW), Karl Hine, Aster (KH), Paul Mannings (PM), Alison Loveridge (AL), Cllr John Jones (JJ), Samantha Hale (SM). **Declarations of Interest:** There were none.

**Questions to the Board:** There were none but TM invited comments throughout.

### 2. Approval of Minutes

The minutes of the Board Meeting of 29<sup>th</sup> August 2019 were unanimously approved and signed by TM, after the name of Samantha Hale (Aster) had been added to the attendees.

### 3. Financial and Administration Report

#### 3.1 Approval of invoices

There were no invoices. The free cash has risen to £3081.58 with a new member subscription.

LF reported that we were due a carry-back tax rebate of approx. £300. (*secy note: confirmed by HMRC 6<sup>th</sup> September*). TM asked that a possible carry forward of losses in 2017/18 be pursued.

**ACTION: LF**

#### 3.2 Decision to re-appoint Independent Examiner

It was agreed to re-appoint Sarah Padham-Walburn as per quotation of £242 plus VAT.

### 4. Legal Matters

#### 4.1 Funding from Homes England

KH had informed us that SDC were delaying signature of a side Deed until start-on-site. Members agreed with KH's view that this was un-necessary and indeed views were expressed that the emergence of a General Election could freeze such signatures if Purdah were declared. TL to suggest this to SH in KH's absence.

**ACTION: TL**

Signed by TM, Chair ..... 19<sup>th</sup> September 2019

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#### **4.2 Progress on access easement with Highways England (HE)**

This still awaits HE's signature to complete.

**ACTION: SH, KH**

#### **4.3 Summary of impediments remaining**

TM confirmed that both the Financial Condition (see 4.1 above) and the Access Condition (see 4.2 above) remained pending but considerable progress had been made since the last Board and Completion was now imminent.

### **5. On-site Activity**

#### **5.1 Zayo re-cabling**

TM and LF attended the start-on-site meeting on 2<sup>nd</sup> September and were provided with an acceptable method statement. TL and ME had both seen the work in progress and that all trenches had been reinstated as at 16.30 on 5<sup>th</sup> September.

#### **5.2 Pre-start Site Meeting 20<sup>th</sup> September**

It is understood that this will take place at EG Carter's head office in Bristol Road Gloucester at 10.30, LF and ME to attend.

#### **5.3 Attendees and ideas for Golden Spade ceremony**

TL had had a teleconference with Aster Public Relations' Claire Cathersides on 5<sup>th</sup> September, followed by discussion with SDC Public Relations' Rachael Lythgoe. They both agreed to our plan to share the honour of cutting the first sod between all ten Board Members. The provisional list of invitees was amended to include Aster's Director of Development and Cllr Gill Simmonds but, upon protocol advice, SDC Planners were deleted.

It was understood that ECLT would be responsible for catering and members agreed to use the Kings Head House Hotel's function room and catering facilities.

TM would be expected to make a welcome speech at the site and an appropriate guest from SDC and from Aster would also make congratulatory speeches at the Kings Head.

A date would be set in late October once the lease had become unconditional.

### **6. Review of Draft Tenancy Agreement including garden responsibilities**

The revised list published with the minutes of last meeting remained the latest information. SH and KH expect to be at the next meeting to feedback more answers.

One further point was raised by ED: please confirm the height of letter boxes.

**ACTION: SH**

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**7. Dates of next meetings**

Agreed as September 19<sup>th</sup> and October 3<sup>rd</sup> both at 7 pm in the Village Hall. It is hoped to have someone from Homes England to lead a discussion on Shared Ownership practise and processes, in preparation for Project Two. TL gave apologies for 19<sup>th</sup> September.

**Meeting closed at 7.45 pm**

**Tom Low, Secretary,**

**September 2019**

**CIRCULATION**

**Board of Trustees    Members attending    Webmaster:** Ed Davies

**Aster Group** Karl Hine (KH), Sam Hale (SH)    **Parish Council**    Cllr Mark Chatterley

**GLOSSARY**

As per previous meeting

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## Appendix to Minute 5.3

### Provisional list of Attendees to Golden Spade Ceremony

As at 5<sup>th</sup> September

**1. All 10 Trustees**

**2. Local supporters**

Andrew Niblett (previous ECLT chair)

Nick and Sue Spencer

Ed, Ann and Georgie

Russell Wilks

Ian Crawley and Nailsworth Chair, Ian Bickerton

Cllr Stephen Davies

Pauline Allen (NDP)

Julie Shirley, Mark Chatterley, Alex Bomberg, Jennie Corrie, Karen Hayes, Gill Simmonds

Hereford CLT

**3. Stroud DC**

Mattie Ross, Chas Townley, Chairs of Housing

Pippa Stroud, Laura Stephen

Kathy O'Leary CEO

Stroud PR person Rachael Lythgoe

**4. Aster and associates**

Karl, Sam, Hannah, Clair and Director of Development

Mat Vye, xxxx site manager

Helen Bone, John Kearney

**5. Media**

Citizen, SNJ

Glos Radio (Mark Jones?)

TV Bristol

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