



## Eastington Community Land Trust Ltd. (ECLT)

### Eightieth Meeting of Board Members

Transacted by Zoom 7.00 pm Thursday 15<sup>th</sup>  
October 2020

### Minutes

- 1. Attendance:** Tom Morrison (Chair) (TM), Tom Low (Secretary) (TL), Martin Elliot (ME), Alan Brasier (AB), Muriel Bullock (Vice Chair) (MB), Georgina Brocklehurst (GB), Lynne Farnden (Treasurer) (LF), Samantha Hale (Aster) (SH)

**Apologies:** Sharon Wells (SW), Alison Loveridge (AL), Cllr John Jones (JJ).

**Declarations of Interest:** ME and GB for items 4.3, 4.4

TM welcomed SH to the meeting.

- 2. Approval of Minutes**

The minutes of Board Meeting of 1<sup>st</sup> October 2020 were approved to be signed by TM.

- 3. Financial and Administration Report**

- 3.1 Invoices**

There were no invoices to be paid and so the balance after all cheques are cleared was £20,403.21.

- 3.2 Annual Internal Audit**

LF confirmed that AI and SW would join her to conduct this audit on October 24<sup>th</sup>. Accounts would be forwarded to the Independent Examiner in early November.

**ACTION: LF, AL, SW**

- 4. Fullers Close Progress Report**

- 4.1 Progress on site**

SH reported from the TEAMS site meeting that morning that E G Carter still believed the whole site would be handed over by 8<sup>th</sup> December. TL, who also attended, welcomed the fact that Aster Lettings were to keep issuing keys beyond their normal cut-off of 14<sup>th</sup> December, if required, to allow the maximum number of tenants to occupy before Xmas.

Signed by TM, Chair ..... 2020

#### **4.2 Aster progress on first cycle of advertisement of 12 homes for letting**

As expected, processing of the very large response was taking time. Only the single 3-bed home had been allocated, to an applicant with a proven local connection.

MB wished to record her admiration for Rob Shortman of Aster who was conscientiously working his way through the substantial number of applications to discern those with qualifying local connections.

SH confirmed that the full lists of bidders had been provided to Aster, so there was no limit to how far down the lists Aster could go to find applicants with qualifying local connections.

#### **4.3 Second cycle of advertisements for 11 homes**

SH reported that there had been no scope to improve the adverts, due to the character limits on Homeseeker. These lists would close on October 27<sup>th</sup>.

#### **4.4 Statistics to be gathered on bids made**

SH confirmed that Aster could supply the statistical analysis as requested by TL, minute 4.5, meeting 79.

#### **4.5 Possible plans for ceremony of the handover of the first keys**

SH and TL had been airing ideas for this, normally significant, milestone event but SH had not been able to consult with marketing/communications colleagues. Press releases would be one readily achievable action.

TM suggested that a video of the completions and some key hand-overs would be a suitable way to record events. The maximum attendees could be just six, so perhaps only one ECLT representative and a cameraman could accompany an Aster Lettings officer to meet some of the new residents.

TL confirmed that all houses would receive the December edition of the Eastington News and Parish Council traditionally provide a letter of welcome.

MB agreed that the Village Hall could be used for video interviews and/or speeches of thanks, as long as numbers were worked out to achieve social distancing. Several clubs were operating with reasonable numbers but had to clean down all chairs and other surfaces upon departure.

SH will feedback ideas from colleagues at the next meeting

*TM thanked SH for her attendance and active participation and SH left the meeting.*

Signed by TM, Chair ..... 2020

## 5. Project Two

### 5.1 Consultant's feedback on Pre-App comments from SDC

Revised architect's drawings had been circulated and detailed points raised by AB. His main concern was parking and TL proposed that members adopt a policy (which he and AB had worked out as possible) of:

- Bungalows 2 spaces
- Flats 2 spaces
- 2-bed homes 2 spaces
- 3-bed homes 3 spaces

This was agreed unanimously (*secy note: detailed changes sent to architect 16<sup>th</sup> October*).

There being no further comments from members on the revised drawings, the changes (mainly to the northern units) would be run through the Acoustic Model.

**ACTION: TL**

### 5.2 Feedback on draft Contract and Lease

Members had seen the drafts as approved by TM and, there being approval by e-mail by 4 votes to nil with others abstaining, TL had forwarded them to Two Rivers and their solicitor in time for the ZOOM meeting (see item 5.3 below).

### 5.3 Report back on TEAMS meeting with Two Rivers

MB and TL had met Terri Hibbert (TH) of Two Rivers on 15<sup>th</sup> October for a general round-up of items outstanding for the 3-way Heads of Terms (HoT).

TH reported that their independent valuer had agreed with her initial estimated land value and so the project remained financially viable. TH would apply to Homes England for funding once the HoT had been signed. This process could take 8 to 10 weeks for the various stages of regional and national approvals within Homes England but TH had been speaking to Helen Bone to prepare the way for this funding bid.

With the confirmed valuation, TH felt confident that the Executive Board would approve signing of the HoT at their next meeting (due by first week of November)

TH had received the draft lease and contract and felt they were suitable from her experience. However, she had an appointment to discuss them with their solicitor on October 19<sup>th</sup> (*Secy note: reported as "satisfactory" on 20<sup>th</sup> October*).

Signed by TM, Chair ..... 2020

TL asked if there were any significant design changes from Two Rivers viewpoint but TH said they were happy with ECLTs work on the layout generally. She would like to see internal layouts with spaces allowing for homeworking e.g. well-lit alcove with extra power points and broadband connection. There was a discussion about green energy and the expected new Building Regs, with TH favouring air-source heating.

AB asked if there would be solar panels, given that Aster had refused them in Project One and TL confirmed that TH had said that this was likely and that the project should be aiming to be carbon neutral, especially since this was a strong SDC policy.

In conclusion, MB judged that the meeting had been very positive and that ECLT and Two Rivers appeared to be working well together.

#### **5.4 Options report on future of Eastern Portion of Homeground**

ME confirmed an interest through OHMG and left the ZOOM meeting.

There was a discussion which concluded that it was worthwhile ECLT considering the purchase of these 2.25 acres. TM confirmed that purchase and provision of land for community benefit was consistent with ECLT's objects and powers. It was agreed to appoint a professional valuer at a sum of £390 plus VAT which is below the threshold for requiring competitive tenders.

**ACTION: TL**

It was further agreed to research sources of loans to support such a purchase, it being established that neither ECLT, Eastington PC nor SDC could use a PWLB loan for a capital expenditure by ECLT.

**ACTION: TL**

- 6. Dates of next ECLT meeting** Agreed as November 5th at 7.00 using Zoom, to which SH would again be invited.

**Meeting closed at 7.50 pm**

**Tom Low, Secretary**

**October 2020**

Signed by TM, Chair ..... 2020