



Eastington Community Land Trust Ltd. (ECLT)

Eighty Second Meeting of Board Members

Transacted by Zoom 7.00 pm

Wednesday 18th November 2020

Minutes

- 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), Sharon Wells (SW), Alison Loveridge (AL), Samantha Hale (Aster) (SH), Tom Morrison (Chair) (TM), Cllr John Jones (JJ), Ed Davies (ED).

TM welcomed a full turnout of Trustees plus SH and ED

Declarations of Interest: ME, SW, AL and GB for items 4.3, 4.4, ME for items 5.2, 5.3

Secy note: To accommodate SH's schedule of evening meetings, Items 4.1, 4.2, 4.3 were taken early but are displayed here in regular agenda order.

- Approval of Minutes**

The minutes of Board Meeting of 5th November 2020 were approved to be signed by TM.

- Financial and Administration Report**

- 3.1 Invoices**

There were two invoices to be paid, which were approved. The balance after all cheques are cleared was £18,689.82.

- 3.2 Independent Examination of Accounts**

TL and LF had viewed the draft accounts from the Independent Examiner and LF had a single query outstanding (*Secy note: LF cleared the query and circulated the draft accounts to all trustees on 19th November*)

- 3.3 Milestone Three (M3) of CHF Grant**

TL reported that he had sent in the claim and that he had been informed it was successful. (*Secy note: money arrived in our bank on 20th November*).

Signed by TM, Chair 2020

4. Fullers Close Progress Report

4.1 Progress on site

SH had received the official letter about the 4 weeks to handover from E G Carter , so everything remained on track. Two handover days were planned, allowing Aster Lettings staff to start issuing keys in time for tenants to move in before Christmas. Because of Covid-19, all viewings would have to be virtual, which was, in itself, a challenge.

4.2 Aster progress on first and second cycles of advertisement for letting

SH confirmed that only two 3-bed houses and four 2-beds remained to be allocated. As a measure of the effort Rob Shortman (RS) had had to put in, the last bungalow went to the 190th person on the list i.e. RS had to contact and eliminate 185 applicants to arrive at the top 5 with qualifying local connections

4.3 Possible plans for ceremony of the handover of the first keys

TL asked if SH could retain the videos used for the virtual lettings so that they could be used in January whenever the end-of-build celebration might be held.

TL then showed a dummy “Housewarming” card, with progress photos of the build project, some words about ECLT’s history and explanation of the name “Fullers Close” that ECLT might use for each incoming tenant. This was agreed in principle along with personalised “change of address” cards. AL suggested a pack of 6 or so might be useful. Further detailed designs would be circulated before the next meeting. There would be no cost implications beyond TL’s existing paper and printer-ink expenses.

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

5. Project Two

5.1 Partnership with Two Rivers HA

TL reported that Project Two would be considered by Two Rivers’ Executive on December 1st. The expected outcome of that would be that they would seek agreement to the Heads of Terms (HoT) from ECLT and, also from the landowners.

TM confirmed that Board would be consulted on the final version of the HoT as this was a significant milestone agreement in Project Two.

5.2 Progress on acoustic modelling and detailed design

Quattro had provided an updated layout since the last Board meeting but TL had had to send it back for amendments. Amongst other things, it contained a so-called communal space for six flats instead of designated gardens - a basic principle ECLT has always followed. A further draft was due any day.

Signed by TM, Chair 2020

AL was concerned that operating on ZOOM had lost the sense of teamwork from discussing the layout round a table in the Village Hall. Members echoed this view and it was agreed that TL would print out the next draft on A3 paper and deliver this to each Trustee. TM asked that any ideas should be shared on e-mail as a virtual conversation prior to the next Board meeting, where this would be the main agenda item. *(Secy note: A3 prints delivered 21st November)*

ME declared an interest in items 5.3 and 5.4 and left the meeting

5.3 Legal Opinion on South East Boundary of Homeground

TL had taken a request to Parish Council on 12th November for agreement in principle for a boundary agreement but Council was inquorate due to the number of Cllrs either members of OHMG or ECLT. MB hoped that this would come back to the next Council on December 10th.

ACTION: TL

TM reported that he had had a quotation from Anthony Collins to draft a Boundary Agreement for up to £950, which TM regarded as a reasonable figure. Upon LF's query why further quotations had not been sought, TL said that any other solicitor would require a briefing which TM confirmed would add significantly to their costs. Board accepted this view and it was decided that, if and when Parish Council had indicated agreement in principle, TM should be authorised to instruct Anthony Collins.

ACTION: TM

(Secy note: when tenders for various legal services were sought in July, HCR Solicitors bid £1,500 for a boundary agreement, supporting TL and TMs view above).

5.4 Report back on Valuation of eastern portion of Homeground

TL had circulated the Valuation to several Ethical Banks (i.e. a bank supposedly supportive of community initiatives) who had sought additional security. Ecology Bank had expressed potential interest but only Resonance Bank continued to talk very positively *(Secy note: a further TEAMS meeting has now been set for 25th November, to be attended by TL and LF)*

The other route still active was that SDC might be able to provide a grant from excess S 106 monies. This would be dependent on ECLT covenanting to develop the site for affordable housing only.

TM and TL had considered this obligation, there being concern that that the political and/or financial climate might change considerably by 2025/6 when any potential Project Three might be undertaken (e.g. withdrawal of community housing fund/grants).

Signed by TM, Chair 2020

A compromise position had been agreed with SDC whereby, should ECLT be forced by external circumstances to develop part(s) of the site for purposes other than for affordable housing (e.g. other community use, small number of market housing), an equivalent proportion of the grant would be re-paid. SDC Housing Cttee would consider this on February 2nd, 2021.

In discussion, Board re-affirmed that ECLT's aim would always be to build 100% affordable homes. TL would be having further discussions in mid-December and he confirmed that the report to Housing Cttee would be seen in late January prior to the 2nd February Cttee.

ACTION: TL

6. **Date of next ECLT meeting** Agreed as Wednesday December 2nd at 7.00 using Zoom, to which SH would again be invited. JJ gave notice of his apologies.

Meeting closed at 7.43 pm

Tom Low, Secretary

**November
2020**

Signed by TM, Chair 2020