



## Eastington Community Land Trust Ltd. (ECLT)

### Ninety Eighth Meeting of Board Members

Village Hall at 7.00 pm

Thursday 16<sup>th</sup> September 2021

### Minutes

1. **Attendance:** Alan Brasier (AB), Muriel Bullock (Vice Chair) (MB), Tom Low (Secretary) (TL), Lynne Farnden (Treasurer) (LF).

**Apologies:** Tom Morrison (Chair) (TM), Alison Loveridge (AL), Martin Elliot (ME), Cllr John Jones (JJ).

**Declarations of Interest:** none

**Members or Public Attending:** None

**In the absence of TM, MB chaired this meeting**

2. **Approval of Minutes**

The minutes of Board Meeting of 2<sup>nd</sup> September 2021 were approved for TM to sign electronically.

3. **Financial and Administration Report**

- 3.1 **Invoices**

There were three invoices, whose approvals were delayed until their associated discussions at 4.1.2, 4.2.2 and 4.2.4. The balance after all cheques have cleared was £29,081.22.

- 3.2 **Update on Additional CHF Grant**

\*0% of the rather complex on-line application has been completed. LF to complete Cash Flow forecast and TL to draw up high-level Project Plan. (*secy. note: application completed and submitted 21<sup>st</sup> September*)

4. **Project Two**

- 4.1 **Update on legal items**

- 4.1.1 **Red Line Plans**

TL reported that all red line plans had been completed and forwarded to our solicitor for distribution.

Signed by MB, Chair of this meeting..... 29<sup>th</sup> September 2021

**A Registered Society under the Co-operative and Community Benefits Societies Act 2014, registration number 7425**

**Reg. address: Hazel Cottage, Millend, Eastington, Stonehouse, Glos. GL10 3SF, [www.eastingtonclt.ltd](http://www.eastingtonclt.ltd), 01453 823425**

#### **4.1.2 Boundary Agreement and First Registration**

The landowners' solicitor has accepted our offer to pay his fees for first registration and the Boundary Agreement. To progress this agreement, it was necessary to pay those fees (£2,000) plus the £6,000 deposit for the Eastern Portion, into ECLT's solicitors, to be readily available for payment to the landowners' solicitor. The deposit will be accounted against the £7,000 grant from the Parish Solar Fund received 1<sup>st</sup> April 2021. Two cheques were approved and signed.

#### **4.1.3 Second Conditional Contract**

The revised draft with the red line plan has been sent to the Landowners' solicitor.

#### **4.1.4 Conditional Contract and Lease**

Two Rivers have agreed all amendments to these documents, with two minor amends which TM accepted as reasonable. We therefore have an agreed draft, which our solicitor will send to the Landowners' solicitor, including the red line plans.

Following the discussion at the previous Board, our solicitor has now been tasked with drafting the extra condition within the main conditional contract to ensure that the Boundary Agreement is completed before the Lease can be completed.

**ACTION: TM/TL to monitor**

### **4.2 Update on technical items**

#### **4.2.1 Floor Plans and Elevations**

TL reported that ME had reviewed all 22 plans supplied and found them consistent with previous instructions to the architect. Board approved these plans for release to the planning portal.

#### **4.2.2 Landscaping and Ecology**

The Tree Report had been circulated and was approved, with the only proviso being amendment to follow item 4.2.4 (specific exit point for footpath). The invoice was therefore approved and the cheque signed.

TL reported that SDC now wanted an extra analysis of environmental gain/loss, using a new set of metrics, DEFRA 3.0. Neither our ecologists nor our arboriculturist have the skills, so it will be necessary to seek quotes very quickly. TL was tasked with doing this with all speed. (*secy. note: quotes were obtained and an e-mail decision taken on 22<sup>nd</sup> September*).

#### **4.2.3 Acoustics**

This report had been circulated and TL brought a blow-up plan for trustees to scrutinise. The report was approved with the proviso that Plot 11 should show a reading of 57dB.

**ACTION: TL**

Signed by MB, Chair of this meeting..... 29<sup>th</sup> September 2021

#### **4.2.4 Highways access**

The pre-circulated report was accepted as accurate for the initial instruction, the invoice was approved and the cheque signed.

The architect has flagged a problem, as a result of finalising the red line plans, which concerns the exit of the proposed footpath. It raises Health and Safety concerns and to do the job properly, the Highways consultant will have to do a detailed design. Board agreed that this was wise and approved the additional instruction.

**ACTION: TL**

#### **4.2.5 Additional Planning Items**

The architect is due to produce the Design and Access Statement (DAS) and TL has the Environmental Design Strategy underway. The latter requires the DEFRA 3.0 analysis to be completed.

It is hoped that drafts of all reports will be available for 29<sup>th</sup> September Board meeting.

#### **5. Fullers Close grassed areas**

Aster have accepted that cutting the grass now is their responsibility, not EG Carter. The General Maintenance team are due to assess the work and Samantha Hale will meet TL and MB on 30<sup>th</sup> September at 9.00 am to review progress.

At that meeting, TL/MB will also raise ECLT's intention to recruit 1 or 2 Tenant Trustees, as per our constitution.

**ACTION: MB, TL**

#### **6. Dates of next meetings**

The next meeting dates will be Wednesday 29<sup>th</sup> September at 7.00pm in the OHMG Community Centre entry by footballer's access, room upstairs. This will be a decision point for submission of planning, targeted for the following day.

The subsequent meeting on 7<sup>th</sup> October will be the 100<sup>th</sup> Board Meeting since the incorporation of ECL.

**Meeting closed at 8.00 pm**

**Tom Low, Secretary**

**September 2021**

Signed by MB, Chair of this meeting..... 29<sup>th</sup> September 2021

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