



Eastington Community Land Trust Ltd. (ECLT)

100th Meeting of Board Members

Village Hall at 7.00 pm

Thursday 7th October 2021

Minutes

1. **Attendance:** Muriel Bullock (Vice Chair) (MB) (Chair of this meeting in absence of TM), Cllr John Jones (JJ) Alan Brasier (AB), Tom Low (Secretary) (TL), Lynne Farnden (Treasurer) (LF).

Apologies: Martin Elliot (ME), Tom Morrison (Chair) (TM).

Declarations of Interest: none

Members or Public Attending: None

2. **Approval of Minutes**

The minutes of Board Meeting of 29th September 2021 were approved for TM to sign.

3. **Financial and Administration Report**

- 3.1 **Invoices**

There were two invoices, the balance after all cheques have cleared was £5,582.22. This will be the year-end balance upon which we will have to pay tax.

- 3.2 **Update on Additional CHF Grant**

TL and LF had completed the Due Diligence on-line and the next step would be draft contract. Locality say this could take up to 10 days.

- 3.3 **Arrangements for Internal Audit**

AB and TL will join LF on Friday 22nd October at 10.30 at Hazel Cottage for Q3, Q4 and Year-end Internal Audits.

ACTION: AB, TL, LF

- 3.4 **Progress on trustee recruitment**

Letters having been delivered to tenants of Fullers Close, MB and TL have met one lady who will be a Tenant Trustee. (*secy note: a second lady has also volunteered and both ladies will attend the next Board meeting for co-option*).

Two vacancies remain to replace SW and GB and TM has made progress for one replacement who is known to MB and TL.

Signed by MB, Chair of this meeting October 2021

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

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4. Project Two

4.1 Update on legal items

TM reported by E-mail that there had been no progress on any legal matter since the last meeting but that our solicitor had sent a chase-up e-mail on 5th October.

ACTION: TM/TL to monitor

4.2 Update on technical items

4.2.1 Landscaping – DEFRA 3.0

This had been extensively discussed at the previous Board and the consultant had followed our request to achieve a small amount of positive habitat gain. Specifically, there would need to be a wildflower meadow of 0.2ha in the Eastern portion, which is 60% of the area of the listed building “setting” arc. The precise location of the meadow and associated seating and fencing would be decided in the LEMP, which Board could consider in January/February 2022. The final report was approved.

4.2.2 Highways access

TL is to meet a groundworks consultant on October 8th to discuss an estimate for the path and the safety components at the egress. LF is to enquire of the GCC Highways contact what the cost of the two “beware pedestrians in road” signs might be.

ACTIONS: TL and LF

4.3. Planning Application

TM recommended by e-mail that Board should await more progress on legal matters before authorising the planning application.

It was agreed to reconsider the application at the next Board Meeting.

4.4 Meeting with Two Rivers’ Lettings manager

MB and LF agreed to take this item forward and make direct contact with Terri Hibberd.

ACTION: MB

5. Fullers Close grassed areas

Samantha Hale (SH) met TL and MB on 30th September and confirmed that Aster ME Team would take responsibility for grass cutting in the absence of E G Carter. (*Secy note: as of 10th October, the Aster ME Team had not cut any grass.*)

Signed by MB, Chair of this meeting October 2021

SH agreed that practical completion on the grassed areas had been Easter 2021 rather than December 2020 when the houses and utilities were handed over. Accordingly, there would be a review of the grassed areas in Easter 2022 with EG Carter. TL indicated that ECLT would not be prepared to take over the orchard, meadow and footpath until the LEMP had been implemented and the weed-infested paths had been re-instated.

SM agreed that ECLT could undertake fringe strimming, which was additional to the LEMP, in order to maintain access to the picnic tables.

ACTION: SM

6. Date of next meeting

The next meeting dates will be Thursday 21st October at 7.00 pm at the Village Hall (TM tentative due to childcare commitments).

Meeting closed at 7.45 pm

Tom Low, Secretary

October 2021

Glossary

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|------------------|---|
| 2RH | Two Rivers Housing Association |
| CHF | Community Housing Fund – source of government grant run by Locality |
| DAS | Design and Access Statement (Overview planning document) |
| DEFRA 3.0 | Spreadsheet tool for evaluating environmental gain/loss |
| EPC | Eastington Parish Council |
| ha | hectare, about 2 acres or two football pitches |
| GCC | Gloucestershire County Council |
| LEMP | Landscape and Ecology Management Plan |
| S 106 | Section 106 – legal document between SDC, ECLT and 2RH, mainly on lettings and local/family connections |
| SDC | Stroud District Council |

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