



Eastington Community Land Trust Ltd. (ECLT)

122nd Meeting of Board Members

Village Hall 7.00 pm

Thursday 3rd November 2022

Minutes

1. **Attendance:** Lynne Farnden (Treasurer) (LF), Alan Brasier (AB), Tom Low (Secretary) (TL), Martin Elliot (ME), Nicola Rowlings (NR), Emma Pickernell (EP).

Apologies: Tom Morrison (Chair) (TM), Muriel Bullock (Vice Chair) (MB), Anthea McCann (AM), Tim Crane (TC), Cllr John Jones (JJ).

Declarations of Interest: none

Chair: in the absence of TM and MB, AB chaired the meeting

2. **New Trustee**

The Board unanimously agreed to co-opt EP as Trustee with immediate effect.

3. **Approval of Minutes**

The minutes of Board Meeting of 6th October 2022 were approved to be signed by TM.

4. **Financial and Administration Report**

- 4.1 **Invoices**

There were no invoices for consideration, leaving a bank balance of £66,498.71, prior to October's bank charges.

- 4.2 **Feedback from Q4 and year-end Internal Audit**

NR reported that both audits had been satisfactory, with four actions arising:

- Review of Insurance (see 4.4 below)
- Completion of Asset Register – **ACTION: LF**
- Review of Risk Register – **ACTION: TL**
- Review of Financial Regulations (secy note: circulated 9th November) – **ACTION: ALL**

The latter three items would be included on the next Board Agenda.

- 4.3 **Arrangements for External Examination of Accounts**

LF confirmed that the examiner has now been provided with all necessary paperwork and may have completed her work in time for the next Board meeting.

Signed by AB, chair of this meeting 2022

4.4 Review of Insurance Renewal Questionnaire

Trustees considered a number of the items listed for cover may not be necessary but that it appeared they were part of a general package. LF to check to confirm that is the case.

ACTION: LF

LF asked that all trustees review the Declaration and notify her of any non-compliance. This can be done confidentially direct to LF if desired. TL to re-circulate the terms of the Declaration.

ACTION: TL then ALL

5. Project Two

5.1 Update on exchange of contracts

TL reported that the landowners had yet to meet their solicitor although they are considering a face-to-face meeting of all parties, as proposed by ECLT.

ACTION: TM, TL to monitor

5.2 Update on S 106

ECLT's solicitor has now sent revised wording on the Military Personnel issue, to 2RH 's solicitor. TM has some comments on the ownership of and access to, the Ecological area which are with ECLT's solicitor.

LF asked for the S 106 draft to be circulated in full (secy note: done 9th November).

5.3 Progress on planning application

National Highways have come back with agreement on all items, including the drainage issues. SDC are awaiting a formal letter dismissing the 6-month embargo imposed by National Highways, whereupon SDC will issue a full list of draft Conditions.

ACTION: TL to monitor

5.4 Cotswold Beechwoods SAC proposed contribution.

JJ reported by e-mail that he had SDC officer clarification that ECLT would not now be liable for this. It should only apply to new planning applications from 1st November 2022, as predicted by EP.

6. Date of next meeting

The next meeting was agreed as 17th November 2022 at 7.00 pm in the Village Hall. Advance apologies from EP.

Meeting closed at 7.50 pm

Tom Low, Secretary

November 2022

Signed by AB, chair of this meeting 2022