



Eastington Community Land Trust Ltd (ECLT)

143rd Meeting of Board Members

7.00pm, Wednesday 9th October 2024

MINUTES

1. Attending: Tom Morrison (TM Chair), Nicola Rowlings (NR, Secretary) Tom Low (TL, Treasurer), Lynne Farnden (LF), Cllr Richard Maisey (RM).

Apologies: Muriel Bullock (MB), Sarah Underdown (SU), Anthea McCann (AM), Martin Elliott (ME) and Tim Crane (TC)

TM welcomed Cllr Richard Maisey as the new ex-officio liaison with Stroud DC.

2. Financial and Administration Reports

- 2.1 General Financial Report

TL reported a Year End balance of £6,983.11 in Current Account and £55,397.35 in Savings Account.

In October, the annual £4,747 ground rent from Aster falls due, which this year is subject to a quinquennial RPI linked review, the calculation of which depends on the National Statistics' figure to be published on 16th October. An increase of at least £1,100 per annum was anticipated based on the current rate of inflation.

- 2.2 Internal Audit for Q1 and Q2

This was conducted with no discrepancies by SU and TC with TL on 24th September

- 2.3 Arrangements for Internal Audit of Q3 and Q4 with Annual Audit

It was agreed that this would be conducted by LF and ME, being payment non-signatories.

ACTION: ME, LF, TL

- 2.4 External Examiner of Accounts

It was agreed to continue with Padam Walburn Associates, whose fees were to increase by 5% this year.

ACTION: TL

- 2.5 Approval of outstanding Draft Minutes

TM signed the minutes of Meeting 142.

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2.6 Sunday Times article for October 13th

TL had organised for ECLT to be the main feature in an article about rural and urban CLTs in the Property supplement. TM would be quoted and a case study of two tenants would be the centrepiece. TM said it was another good boost for ECLT's profile at a national level (see AOB below)

2.7 Extension of Fixed Term Limit for Trustees

TM and NR had agreed the necessary actions and NR would conclude the matter by Meeting 144, for submission to the Registrar.

ACTION: NR

3. Project 1

3.1 Orchard Area at Fullers Close

Robin and Sarah Coates had met with TL and AM on October 8th to agree a methodology for sowing grass seed in the area. An Estimate of £1,100 plus VAT had been provided.

Trustees agreed that, after two other attempts by local contractors, this appeared to be a sensible way forward and the Estimate was accepted under Financial Regulation 10.6.

ACTION: TL

3.2 Aster Responsibilities

TM had chased Samantha Hale about the proposal for Aster to pay for tarmacking the path. She indicated that the drafting of the side letter was still with Aster's solicitors. .

No further updates on adoption of pumping station by Severn Trent Water.

4. Project 2

4.1 Update on Contract Completions

TM reported that 2RH had declared Satisfaction of all Conditions, which made the Contract for Lease Unconditional as of October 2nd. That leads to a Completion Date of 16th October (Unconditional Date plus 10 working days).

However, one of the landowners is on holiday until 23rd October, so there will be a slight delay. 2RH have made it clear that Completion must be by 30th October because of commitments with Homes England.

Management of engrossments and exchange of monies lies with ECLT's solicitor. TM and NR agreed to execute their signatures using *DocuSign* for ease and speed.

ACTION: TM, NR

TL noted that the purchase of the Eastern Portion would deplete the Savings Account by £54,000 but that, since moving to the Co-op Bank, this had earned interest of about £800.

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4.2 Update on Builder's activities

TL reported that the Builder will be GB Thomes, a medium sized contractor from Leominster.

There had been a meeting on site on October 8th, between TL and Simon Deakin, Construction Director Manager. He confirmed:

- He will be Contracts Manager for this project and will attend site most weeks;
- There will be a full-time Site Manager;
- ECLT were welcome to attend monthly site meetings;
- Assuming a Completion Date of 30th October, he anticipated spades in the ground late November;
- They were progressing pre-commencement Planning Conditions with Stroud DC as well as Section Agreements with Highways and other utilities;
- There was a concern about the accuracy of the Topographical Survey in the very Southwest corner, due to bramble overgrowth.
 - TL had obtained permission for access and a 6-ton JCB was on site
 - The JCB exposed several access points to the southern ditch
 - Minor remnants of rusted vehicles were recovered and will be removed by Simon's people early in the construction work
 - TL had retained the key to the gate because a surveyor would be visiting later

TM concluded that a Golden Spade ceremony would be unlikely before Xmas but TL would discuss this and publicity matters with 2RH.

ACTION: TL

5. Any Other Business

TM announced that National CLT wanted all relevant CLTs to lobby their MPs about re-instating the Homes England fund for pre-planning, from which ECLT has benefitted (*Project 1: 10k, 40k, Project 2: 72k, 33k, a total of £155k*).

There was a pre-forma letter provided by National CLT and it was agreed that TM would write to Dr Opher MP. RM asked to be copied in.

ACTION: TM

6. Date of next meeting:

October 17th at 7.00 pm in the Village Hall.

Tom Low, Treasurer, October 2024

Signed by Tom Morrison, Chair Date.....