



Eastington Community Land Trust Ltd (ECLT)

158th Meeting of Board Members

7.15 pm, Wednesday 1st October 2025

MINUTES

1. **Attending:** Nicola Rowlings (NR, Secretary), Tim Crane (TC), Sarah Underdown (SU), Tom Low (TL, Treasurer), Cllr Moya Shannon (MS).

Apologies: Tom Morrison (TM Chair), Muriel Bullock (MB, Vice Chair), Lynne Farnden (LF).

NR Chaired this meeting.

MS Attended briefly to meet Trustees in her role as District Council liaison, Ex Officio.

2. **Financial and Administration Reports**

- 2.1 **Approval of Minutes**

Trustees agreed the minutes of Meeting 157, to be signed by TM, chair of that meeting.

- 2.2 **Update on Rules and Regulations**

NR reported that she had no update from the Regulator's office.

ACTION: NR to chase

- 2.3 **Internal Audits**

It was agreed to run all four quarters as a single Internal Audit because it had been a quiet year financially after the purchases of Homeground. Based on sequence of previous audits, the ideal auditors would be TC, who agreed and MB who was on leave. SU offered herself as a reserve. The outcome of this audit would be to present the Draft Accounts to Board and thence to the Independent Examiner.

ACTION: TL to liaise and host

The Annual Audit would take place over the next few meetings, with TL presenting reports on Risk Register and other strategic matters.

3. Project Two

3.1 Progress on site

TL reported that timber frames continued to be erected according to schedule or slightly ahead. It was agreed to defer the update from the site meeting to the next Board meeting, when attendees for the site meeting of 22nd October would be chosen.

NR and TC to advise TL of a convenient date for a site visit.

ACTION: NR, TC, TL

3.2 Progress on Services Agreements

TM is still awaiting Severn Trent for the access easement with the Parish Council. 2RH have delayed the National Grid agreement and TM has insisted that ECLT receive full indemnity.

There continues to be problems with the registration of both portions, Dominic Curran our solicitor is reviewing documentation.

ACTION: TM.

3.3 Drop-Ins for public in October

Jasmine Ellicott had produced a second draft of her proposed ECLT-specific Shared Ownership brochure. There remained much to be corrected, which TL had sent back to 2RH. AN agreed document specific to ECLT is a pre-requisite of holding the Drop-in.

ACTION: TL with 2RH

TL had issued an e-mail explaining the elements of Shared Ownership which were Affordable and Trustees agreed that this matter was now understood.

Trustees agreed the choice of dates came down to 23rd October or 6th November, being either side of school half term. TL to book both dates provisionally and liaise with Stroud DC and 2RH Lettings Team.

ACTION: TL

4. Project Three

TL had recently prompted the builder about confirming a further meeting but had yet to have a reply.

ACTION: TM & TL to monitor

As a general defence of the NDP process and ECLT's role within that, TL had written a paper to be circulated to Trustees (*Secy Note: done 1st October*), relevant Cllrs, members of KER and anyone engaging in Comments on Planning Applications.

5. Project One

Mr Coates has cut the grass in the Orchard, following discussions between TM, MB and TL. He has used a style of selective mowing that allows for some groups of wildflowers. All Trustees to visit and form an opinion on the success of this style, versus 100% greensward, to be discussed at the next Board.

ACTION: ALL

6. Other Business

TL had no news on the HNS process and so will discuss with LF and MB before the next Board.

7. Date of next meeting:

Agreed as Thursday 16th October at 7.00 pm, in the Village Hall.

Tom Low, Treasurer

October 2025

Signed by NR, Chair of this Meeting..... Date.....