

## DRAFT

### Minutes of the Nailsworth CLT Board meeting held on Monday 9th May 2016.

**Present:** Ian Potts, Jonathan Duckworth, Wendy Gerard, Mike Levett, Ian Crawley, Steve Robinson, Keith Angus, Elizabeth Francis.

#### Items

##### 1. Apologies.

##### 2. Minutes of the meeting held on Monday 14th March 2016. Agreed.

**3. Matters Arising.** Ian to chase up the circulation of the reports commissioned on the site by Aster Homes to Board members.

##### 4. Progressing the Lawnside Scheme.

**4.1. CRTBO.** Noted the Independent Examiner has queries concerning the constitution, membership, legal form of the enterprise; and the lease arrangements for the site. Actions agreed for this information to be provided via SDC (Ricardo Rios).

Next stages noted as: draft report to SDC and NCLT for fact-checking ; NCLT review meeting with Ricardo (PS: 2pm Thursday 19th May) and submission to 16th June Environment Cmte. for approval to go to referendum.

**4.2. Legal Docs.** Noted SDC wish to continue with a Section 106 planning agreement to support the Land Transfer Agreement with restriction on re-sale. PS: SDC wish ideally signed by 16th June.

**4.3. Funding to complete pre-CRTBO approval investigations.** Noted that Locality has refused NCLT's application as the submission had not been made before the CRTBO was submitted to SDC in January and the funds for 2015/16 had been allocated. Aster Homes will fund the additional studies.

**4.4. Funding to publicise the referendum.** Locality grant refused as cannot support a Yes vote, only encourage people to vote, ( in addition to the application being made after the CRTBO submission). Agreed NTC grant can be used, as long as only promoting opportunity to vote. **Action: Jonathan** to email NCLT members for donations to meet the costs of letters to postal voters urging a vote in favour.

**4.5. Publicising the Referendum and the CRTBO submission.** Noted key dates as 27th July postal voting deadline as 22% of the electorate have postal votes; and 11th August for voting in person at the three polling stations - Mortimer Rooms, Youth Club and the Arkell Community Centre.

##### The following actions were agreed:

**a) Nailsworth News** - June article and July centre-spread to be drafted. **Action: Jonathan.**

**b) Banner for the Clocktower and side wall of K&C stores** - wording to be circulated for comment and costs to be established. **Action: Ian C.**

**c) Church and school newsletters.** Short article urging vote Yes to be included. **Action: Ian C.**

**d) TIC window.** Exhibition to be sought. **Action: Ian P.**

**e) Leaflet.** Agreed A4 folded to every household in period 20th 24th July, with a print run of 3000 at a cost of £210. **Action: Jonathan to draft.**

**f) Promotion outside Morrisons, Saturday morning 23rd July and at Farmer's Market 30th July.**  
**Action: All to diary.**

## **5. CLT Operations.**

5.1. Noted bank card and chequebook received.

5.2. Funds - transfer of £2000 Town Council grant for 2016/17 to be arranged. **Action: Jonathan.**

## **6. Other CLT Projects.**

**6.1. Pike Lane.** Noted detailed planning application in two months, with Mortimer Rooms consultation exhibition. NTC Cllrs. met Newland Homes, but were unsuccessful in achieving significant design changes. Noted that SDC Strategic Housing Officer considers Section 106 requirement for three affordable for rent and two shared ownership homes all without a Local Allocations Policy as fixed. Agreed seek Newland Homes attendance at next Board meeting. **Action: Jonathan.** Locality grant to prepare Business Plan to be explored. **Action: Ian C.**

## **7. Any Other Business.**

**7.1. Revised rules for the AGM. Action: Ian P to revise.**

## **8. CLT Calendar for 2016. Agreed**

13th June. Board Meeting.

11th July. Board meeting - to consider Local Allocation Policy. **Action: Ian C** to arrange.

**26th July Vote Registration Deadline**

**27th July Postal Vote Application deadline.**

**27th July or soon after. SDC sends out postal voting slips.**

8th August. Board meeting.

**11th August - Referendum Day.**

12th September. AGM ( and Board meeting ?).

10th October. Board meeting.

14th November. Board meeting.

12th December. Board meeting.

Ian Crawley/NCLT Secretary/30 May 2016

## **Noted Outstanding Tasks by Board meeting date and responsible Director(s).**

### **14th December 2015**

Complete contacts list. Ian C

Updating the website including the Minutes and the Q&A. Jonathan/Ian C

Reviewing Policy requirements, in the context of the Model Rules. Ian P/Ian C

Finalise Membership Policy. Ian

Finalise Financial Policy and Procedures Statement. Jonathan/Ian C

Arrange Local Allocations Policy and implementation discussion Ian C

### **23 December 2015**

Visits to completed Aster Homes developments . Karl

### **4th January 2016**

Updating Membership List. Board members to be allocated addresses to visit and seek email addresses. Jonathan.

Agendas and reports to be able to be placed on the website by authors. Jonathan.

Application to Midcounties Co-op for £2000 in February 2017. Ian C