

**Minutes of the Nailsworth Community Land Trust Board meeting held at 7pm on Monday 10<sup>th</sup> September 2018** in the Council Chamber, Town Hall, Old Bristol Road, Nailsworth, Glos. GL6 0JF

**Present:** Mike Levett, Ian Potts (Chair), Jonathan Duckworth, Keith Angus, Wendy Gerard, Elizabeth Francis, Steve Robinson, Kevin Higgs (visiting member), Robert Shortman (Aster Homes Housing Officer)

**Items**

**1. Apologies.** Ian Crawley

**2. Minutes of the Board Meeting held on 9<sup>th</sup> July 2018** agreed:

**Action:** Ian P to sign, Jonathan to place on the website once signed.

**3. Matters arising not on the Agenda.**

**4.2 Specification:** The colour of the doors was agreed at planning stage.

**4.3 Publicity**

**4.3.1. Labour Rose Newsletter:** Draft letter was circulated and commented upon. Ian P has not signed the final letter. Has it been sent by Ian C?

**4.3.3:** The article for September Nailsworth News was edited to a very brief statement and contained none of the images provided by Jonathan.

**4.4. Homeseeker Promotion and Tenancies:** no representative from SDC management. Were they invited?

**4. Progressing the Lawnside Scheme.**

**4.1. Programme.**

Site Meetings held on 26<sup>th</sup> July (notes received) and 23<sup>rd</sup> August (notes awaited).

Further 6 days delay as a result of the excessively hot weather in addition to the previous 10 days delay.

Flats and houses now both out of the ground.

Scaffolding started to go up today.

Wood-frame company due on site next week with delivery expected on 15<sup>th</sup> September.

Approach to site has been cleaned.

The scheme is on the basis of a design and build contract.

Kevin encouraged the CLT to be vigilant regarding the handover arrangements and dates.

Hannah Watkins Assistant Development Director, Aster Group, met David Drew MP through the National Housing Federation. David Drew would like to open the site. We need to give careful thought to this event to ensure that as well as SDC and Aster there is appropriate recognition of the role of the Town Council and especially Nailsworth Community. Possibly have a conversation with DD before the opening.

Jonathan, Ian P and Ian C will be attending the Commiunity Led Housing event on 3<sup>rd</sup> October.

David Drew has agreed to a question and answer public meeting at Christ Church on 6<sup>th</sup> October. Questions eg on community led housing to [revstuartradford@yahoo.co.uk](mailto:revstuartradford@yahoo.co.uk) ahead of time.

**Action: Elizabeth** will begin the process through email on what is to be said and by whom at the opening event.

**4.2 Specification**

**4.2.1 Development Name**

Following the correspondence from Mark Dix, we considered names that avoided "lawn", "side", "field" and "way". Beacon Ridge and Quarry Hill had been suggested previously. Acknowledging that the site is on a hill with views of hills considered Hilltop, Hillend, Hillrise and Hillview as alternatives. Hillview or Hill View possibly favoured.

**4.3. Homeseekers Promotion and Tenancies.**

#### **4.3.1 Aster's role and programme for choosing tenants**

Rob had provided the Lettings Plan (August 2018) ahead of the meeting and provided hard copies at the meeting. This document has yet to be agreed with and signed by SDC and NCLT.

Aster Group is being registered on the Gloucestershire Homeseekers Plus site for the first time. Aster is currently registered with Mendip, Bristol and Bath where the same Lettings Plan is used.

Rob is in contact with Phillip Bishop SDC Housing Advice Manager and has asked SDC to run a report on applicants with a Nailsworth connection. He has experience of other localities providing contact details so that he can "cold call" to establish which applicants are interested in being considered for the homes. He has been told that there are currently 60 applicants but SDC is using data protection as the reason not to provide further details.

Rob understands that the homes are due for handover on 4<sup>th</sup> February and that he would like to advertise the properties in November, with photos. All those registered with a Nailsworth connection, whether gold, silver or bronze banding will be able to apply. Aster likes to advertise one property for a period of 3 weeks but current Stroud practice is to advertise for one week. Rob is seeking a way forward on this.

Also, for new builds, SDC does not like to advertise more than 6 week ahead of the handover date but is OK with earlier advertising for this development.

Rob would like photos to include in the advert.

The tenancy agreements are usually signed in Wells but at the request of the board, Rob will try to arrange for this to be done locally.

The tenancies agreement periods range from one year starter tenancies for people new to being a tenant to five years.

**Action:** Jonathan and Ian P will provide images to advertise the properties.

#### **4.3.2 Operation and Promotion of Homeseekers in Nailsworth**

Jonathan accessed the Homeseekers Plus website. The page on local connection is linked to "regions" – ie in our case Stroud but not specifically Nailsworth.

CLT and Rob will ask the questions of SDC to ensure that the Nailsworth connections are flagged up. Wendy is willing to represent NCLT in contact with Phillip Bishop.

CLT is interested in the level of demand to inform future developments.

It is likely to take 4 weeks to make each registration live on Homeseekers due eg to the verification processes regarding identity and income and banding. Rob will check this time frame with Phillip Bishop.

If an applicant is in an existing tenancy they will need to allow for the one month's notice period.

Focus for the Board for the next month is to raise awareness of the need to register on Homeseekers Plus.

Nb If two applicants are equally eligible, the one who has been registered the longest will be offered the tenancy, so be careful not to raise expectations too high.

**Action: This week** Jonathan will produce a simple A4 poster with the NCLT logo + eg "homes coming soon" "register with Gloucestershire Homeseekers Plus now" [www.etc](http://www.etc) and SDC Housing helpline and A5 posters with what is available and who to contact for assistance in registering on the reverse.

Give to Nailsworth School for inclusion in their Newsletter: Jonathan?

Stall outside Morrisons: Liz to arrange?

Distribute the posters to TIC, Library, Arkell Centre, CA: Wendy

Distribute leaflets: All

#### **4.4. Publicity**

##### **4.2.1. Record of progress.**

**Action: Jonathan** will take further panoramas.

##### **4.2.2. Nailsworth News.** October edition.

**Action: Jonathan** will endeavour to include encouragement for Nailsworth residents and people employed in Nailsworth to ensure that they register with Gloucestershire Homeseekers Plus asap as applications will start to be considered in November 2018.

**4.5 Time capsule:**

British Library Advice circulated prior to meeting.  
Consideration deferred

**5. Other possible CLT developments.**

Nb Steve is not reporting on item 5.1.  
Deferred.

**6. Current CLT Financial Position.** Jonathan noted there was £1570.63 in the account from which £600 will be paid to TLT leaving a balance of £970.63.

**7. AGM Preparations**

The AGM is not to be before 12<sup>th</sup> November 2018.  
Consideration deferred.

**8. Any Other Business.**

**8.1.** Ian P will meet with Kevin.

**8.2.1 NCLT welcome to tenants as they arrive**

Kevin is willing to lead on proposals linked with affordability for the tenants and sustainability for the environment.

**9. Schedule of Meetings.** Second Monday in every month.  
8th October, 12th November (AGM), 10th December.

\*Updating of website with minutes, project plan and photos (Jonathan / Secretary)

\*Public Art feature (Chair)

\*Local Housing Policy (Secretary to seek meeting)

**Author:** Wendy Gerard 11<sup>th</sup> September 2018

Signed

Ian Potts

Chair, Nailsworth CLT