

DRAFT

## **Notes of 11th Meeting of the NCLT SG.**

**Town Hall Monday 20th October 2014.**

**Present:** Ian Potts (Chair), Jonathan Duckworth, Heather Davis, Sally Millet, Joyce Affleck, Bill Affleck, Robert Burford, SDC Cllr. Steve Robinson, Mike Levett, Sue Levett, Keith Angus, Elizabeth Francis.

**Plus:** Ian Crawley - CLT Technical Advisor and Acting Secretary

**Apologies:** Debbie Powell. SDC Cllr Emma Sims.

Robert Burford for November, December, January and February.

### **Items**

**1. Notes of the Tenth NCLT Steering Group meeting held on 15th September 2014 agreed.**

**2. Matters Arising not on the agenda. None**

**3. Taking Forward the Development.**

**a) SDC 's report to Housing Committee on 28th October.** Following reports from Ian Potts on the meeting with SDC officers on 23 September and from Sally Millet on the Housing Forum's discussion of the draft Committee report on 15th October, it was agreed that:

\* a statement setting out what the Steering Group had achieved, the principles of the development project and the benefits from disposing of the site to the NCLT would be sent to the SDC Housing Committee members. A draft would be circulated for comment asap. **Action: Ian C to circulate/Ian P to approve.**

\* subject to agreement from Aster Homes, a meeting would be sought with Carl Brazier, SDC's Strategic Head of Tenancy Services, before the meeting. **Action: Ian P/Ian C.**

\* opportunities would be sought to speak to the respective political groups on the Housing Committee. **Action: Steve/Ian C.**

\* a verbal statement would be made at the Housing Committee meeting presenting the NCLT case. **Action: Ian P.**

**b) Appointment of Scheme Architect.** Keith Angus confirmed he did not wish to be considered. The Selection Panel was agreed as Ian P, Keith, Elizabeth and Heather alongside Aster Homes representatives. Noted that the timetable, subject to the decision on the site on 28th October involved AH sending out letters and interviews on Monday 2nd December, with location to be agreed. **Action: Ian C** to confirm to Aster Homes SG Selection Panel representatives and contact details for local architects who wish to be considered.

**c) Decision making Processes.** Ian P reported on the meeting with SDC on 26th September and the subsequent email confirmation that May 7th was not available for the referendum, due there being three elections that day; and that there was no facility in the regulations for a removal of leasehold

enfranchisement referendum to be held other than as a second question in a CRTB Order referendum. **Action: Ian C** to write to SDC seeking a July 2015 date for the CRTB referendum.

#### **4. Setting Up the CLT.**

**a) Becoming Fit For Purpose(see circulated paper).** Agreed Ian P would lead on Environmental Policy with colleagues on the Architects Selection Panel. **Action: Ian P.** Comments/issues to Ian P from all. Financial procedures to await addition to Group of someone with accountancy skills.

**b) Business Plan.** First draft circulated minus budget, timetable and risk matrix. **Action: All** to comment to Ian P.

**c) Application for funding** of up to £10,000 as a grant from The Social Investment Business Group (previously circulated). Noted if this was unsuccessful than applications could be made to the CLT Fund; the Homes & Communities Agency Community-led Housing Grant Programme or the Venturesome Fund. Agreed.

**Actions: Ian C to support Steve and Jonathan in obtaining Town Council approval to submission ; Ian P, Jonathan and Mike to provide Ian C with short CVs emphasising roles an skills important for the credibility of the Steering Group; Ian C to provide Town Clerk with completed application form and covering letter.**

**5. AOB.** None

#### **6. Meeting dates**

Steering Group Monday 17th November at 7pm in the Council Chamber

Public meeting Monday 8th December at 7pm in the Town Hall. Publicity via email to members, flyer and Clocktower banner.

Circulation: Steering Group plus Aster Homes.

Author: Ian Crawley/Acting Secretary/21st October 2014.