

Minutes of the Nailsworth CLT Board meeting held on Monday 14th March 2016.

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

Items

1. Apologies. Elizabeth Francis.

2. Minutes of the meeting held on Monday 8th February 2016. Agreed. Actions: Ian C to add Wendy's full name and provide to **Jonathan** to place on the website.

3. Matters Arising. Steve noted that he and Emma were meeting SDC officers on 22nd March to discuss the potential of RTB receipts being available to support the CLT's projects.

4. Progressing the Lawnside Scheme.

4.1. CRTBO. Noted Independent Examiner, Mrs Wright, appointed. They have the options of the submission proceeding to referendum as submitted, requiring changes, or outright rejection.

Action: Ian C to confirm timetable up to referendum with SDC.

4.2. Legal Docs. Action: Ian C to ask Karl for current position.

4.3. Site Investigations . Completed. **Action:** Ian C to circulate report.

4.4. Funding to complete pre-CRTBO approval investigations. Noted that the 2015/16 application window to Locality was closed as the funds had been allocated. Agreed in addition to costs and contractors confirmed by Aster Homes totalling £4330 plus VAT, as agreed at last meeting, estimated NCLT costs of £2000 for Royal Mail circulated leaflet with banner and hall hire costs to be subject of CLT application to the Locality Community Buildings Project Support Grant for spend by end of September 2016. **Action:** Ian C.

4.5. Publicising the Referendum and the CRTBO submission. Agreed May, June and July (centre spread) content to be drafted. **Action:** Jonathan.

5. CLT Operations.

5.1. CLT Operational Costs. Noted that Nailsworth Town Council currently holds £305 plus £180 members fees.

6. Other CLT Projects.

6.1. Update on Pike Lane. Noted outline planning approval given on Appeal. NTC meeting SDC officers and Newland Homes on 24th March with pre-meeting involving Ian P and Ian C on 22nd March. Agreed NCLTN objective was to achieve freehold ownership of five affordable homes to provided for renting and explain the NCLT position in May NN. **Action:** Ian P and Ian C to attend meeting(s). Content for NN to be drafted and submitted by 15th April. **Action:** Ian C.

7. Any Other Business.

7.1. VAT. Agreed no returns necessary as turnover unlikely ever to cross threshold of £90K.

7.2. Bank Account. Signatures in place. Cards awaited by post.

8. CLT Calendar for 2016. Agreed, with April Board meeting cancelled.

11th April - Annual Town meeting in the Town Hall. Noted 3 minute slot for CLT presentation. **Action:** Ian P.

9th May. Board meeting
13th June. Board Meeting.
AGM date to be confirmed.
11th July. Board meeting.
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. Board meeting.
10th October. Board meeting.
14th November. Board meeting.
12th December. Board meeting.

Ian Crawley/NCLT Secretary/21 March 2016

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
Rule Amendments - to bring to future Board meeting formal decision to seek rule amendments so that Board members do not lose CLT membership as well if they resign from the Board; and that CLT members can miss more than two consecutive AGMs. 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.

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Application for £6330 to Locality. Ian C

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