

Draft

Minutes of the Nailsworth Community Land Trust Board meeting held at 7pm on Monday 12th 2018 in the Council Chamber, Town Hall, Old Bristol Road, Nailsworth, Glos. GL6 0JF

AGENDA

Present: Jonathan Duckworth, Elizabeth Francis, Ian Potts, Wendy Gerard

Items

1. Apologies: Ian Crawley, Steve Robinson, Mike Levitt, Keith Angus

2. Minutes of the Board Meeting held on Monday 12th February 2018 agreed and signed by the Chair. **Action: Jonathan** to place on the website.

3. Matters Arising not on the Agenda.

Re: 3.4.1.2 Housing Needs Survey: CLT would like this to go ahead as soon as reasonably practicable and suggest May 2019. **Action: Jonathan**

Re: 3.4.2 LAP and CHP: await Keith's presence and work collectively.

Re: 3.9.1 Data Protection: Need governing document and accounts to join the NCVO, which has a helpful website with a useful pro-forma for data protection, free to members with an income of less than £30,000. Jonathan has applied as treasurer.

Re: 5 Other possible CLT developments: Revised letter to SDC to be signed and forwarded.
Action: Ian P

4. Lawnside Scheme

4.1 Legal Docs: Expectation is that we will formally complete and exchange on 13.3.2018 **Action: Ian P**

4.2 Programme

Report on Pre Contract meeting 8/3:

Attended by Ian P, Liz and Keith Apologies from Mike (Wendy erroneously named in February minutes)

CLT involvement:

- 2 to attend site meetings once a month, not on Mondays
- Agreed with Carters that the only people that the CLT will speak with are Bob and Karl
- A planned Board site visit can be arranged

CLT role:

- To listen, observe and be involved
- Where there are decisions to be made by the CLT we should be given good notice, so at the end of each site meeting the CLT reps will ask the standard question "Is there anything on which we might be required to make a decision"
- Technical and aesthetic comment will be made by Keith

Community relations:

- Letters will be sent to the neighbours by Carters and CLT
- One member of the CLT Board will be the point of contact with the named person at Carters

This was a good and productive meeting.

The official start date is 26.3.2018 beginning with clearing the garages and fencing, asbestos survey and clearing services. This is a shared responsibility between SDC and Carters.

Gcp have put in the documents required by planning.

Gcp have prepared the design, Carters have worked out the build which will be a timber frame construction.

The build will be managed as two distinct sites with road access through, beginning with the flats.

The hard –standing will be completed first.

The time capsule will be placed in soft ground later.

Completion date has been set as 11.1.2019 with a hard deadline of March 2019. Some slippage has already been used.

The road to Fieldways and the footpath from Dark Lane to Lawnside will be kept open.

Carters hope to locate the site office in the hammer head in the space by the bollards, pending the necessary permissions or to negotiate to use an empty property in the locality

Carters intend to minimise the impact of staff and vans on traffic and parking, possibly by using both Bunting Hill and Lawnside for access to the site.

The sign boards will include CLT, Aster, Carters, gcp, Town Council, SDC and HCA. CLT logo and wording will go through Aster. **Action: Jonathan will find out what to include and bring forward a proposal.**

CLT can put forward 3 names for the development through Carters. SDC will make the final decision. **Action: Board members are invited to make proposals to be considered at the April meeting.**

4.3 Publicity

- 1. Communication to local residents:** a letter to “The Occupier” with address, to be drafted this week. **Action: Jonathan to prepare letters** and hand delivered to the neighbours during the week of 19th March if possible **Action: Wendy +**
- 2. Press release:** on 5.4.2018 covering how we came together, what the outcome will be, homes owned by the community in perpetuity, community led, volunteers, initiated by the Town Council, role of SDC, explanation of what stage has been reached, regular slot in Nailsworth News
- 3. Turf-cutting ceremony:** letter of invitation need to be sent as soon as possible **Action: Ian P**
- 5. Time capsule:** will be built between the two builds ie after the flats and before the houses.
- 7. Photography:** Jonathan is preparing to take photos with a drone.

Wendy Gerard / Board Member / 18th March 2018

Signed

Ian Potts
Chair, Nailsworth CLT