

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

Present: Jonathan Duckworth, Elizabeth Francis, Ian Potts(chair) , Mike Levett, Keith Angus, Wendy Gerard , Ian Crawley.

Items

1. Apologies. Steve Robinson.

2. Minutes of the Board Meeting held on 15th January 2017 agreed and signed by the Chair. **Action:** Jonathan to place on the website.

3. Matters arising not on the Agenda.

Re: 4.1.2. Housing Needs Survey. Previously done in May 2013. Agreed to request NTC to commission and fund GRCC to undertake a new survey in April 2019. **Action: Jonathan.**

Re: 4.2. Local Allocations Policy. Agreed that representations should be made to SDC on the basis of a position paper to be considered at the April meeting. Action: Secretary to draft paper and circulate current example from Wychavon DC for the Tibberton CLT.

Re: 9.1. Data Protection. Jonathan reported from checking with the NCLTN that as long as there was a justifiable need the CLT could hold names, addresses, email and telephone numbers. The CLT should have a policy and he would draft one based on the ICO website model. **Action: Jonathan.**

4. Progressing the Lawnside Scheme.

4.1. Legal Docs. Docs with Aster's solicitors for signature. Final query around legal title being resolved. Aster to sign wb 19th February.

4.2. Funding. Grant funding of £67K per unit by Homes England (formerly HCA) and £5K per unit from Aster approved. Noted outstanding request for Aster Panel Report.

Action: Secretary to contact Karl.

4.3. Programme. Severn Trent to start on site in March to divert the water main. E.G.Carter than on site in April. **Action: Secretary** to contact Karl for detailed programme.

4.4. Build oversight from the CLT. Noted role is as observer, with Karl and Aster's QS acting for Aster, and LA or private building control in respect of foundations and structure. If there are key issues which require extra cost and/or the specification has to be changed, this would involve the Board by email or via a special meeting. Agreed Ian P to lead with Wendy /Keith/Liz supporting. **Action: Secretary** to notify Karl and ask what role he sees for the CLT.

4.5. Publicity

1. Letter to be hand delivered to residents from the CLT at least a week before ST start on site. **Action: Jonathan to produce map of distribution area and labels; Secretary to provide draft letter; Wendy to lead delivery.**

2. Joint press release with Aster and SDC. **Action: Secretary** to contact Karl to get this started and seek a PR timetable.

3. Turf- cutting ceremony. Agreed. **Action: Secretary** to draft letter for Chair to send to Chairman of SDC, Cllr. Gary Powell.

4. Town Meeting. 10 to 1pm Saturday 28th April in a marquee on the bus station. **Action: Wendy/Keith/Liz** to arrange and staff display on the CLT and Lawnside.

5. Time Capsule. Agreed CLT will fund, school to be asked to fill, with specific ceremony during build. **Action: Secretary to notify school and Karl.**

6. Nailsworth News. Noted stop press in February edition. Agreed to aim for full article in April edition with press date 15th March. **Action: Jonathan.**

7. Photography. Noted that E.G.Carter had offered to provide a webcam and/or timelapse pictures. Jonathan offered to take before and after from same angles. Agreed. **Action: Secretary to contact Karl and Jonathan to take before pictures.**

4.6. Possible public art feature at Lawnside as part of the landscaping. **Action: Secretary to gcp and Aster, with possible request to Damian Hurst or Pangolin.**

5. Other possible CLT developments. Agreed letter to SDC showing interest in other SDC sites in Nailsworth. **Action: Secretary to revise draft letter for all to see and Chair to send.**

6. Website. Agreed update from November minutes; remove Q&A and add new in April; add agreed timeline. **Action: Jonathan.**

7. Current CLT Financial Position.

7.1 TLT (solicitors) have billed £4,200 to date. **Action: Chair** to check whether further costs likely.

7.2 Ground rent. Karl has confirmed it will be £2K a year, with no capitalisation giving a lump sum alternative, on offer. The Chair estimated a lump sum might be approx £30K. Agreed to leave open that the CLT may seek a lump sum in the future.

8. Any Other Business.

8.1 Amendments to the Rules. Noted that these were registered by the FCA on 13th April 2017.

8.2. Draft Timeline. Circulated 3rd Feb. for comments. **Action: Secretary to re-circulate; all to review; Jonathan to place on the website.**

8.3. Chair noted he had been contacted by Wilton CLT and CLT seeking advice; and in the past has had conversations with representatives from Liss, Hampshire and Malden Rushett in LB Kingston about using a CRTBO.

8.4. NCLT AGM 28th February . Agreed to provide travel expenses if required. Jonathan may be able to attend.

8.5. Agreed no need now to visit the EG Carter completed Aster scheme at Burnham on sea, Somerset.

9. Schedule of Meetings. Agreed for 2018, starting with February, as second Monday in every month.

12th March - to consider PR programme and arrangements for the Lawnside scheme.

9th April - to consider position paper on the Local Allocations Policy; and a draft submission on including a Community Led Housing Development Policy in the new Stroud Local Plan.

14th May - to consider a draft Memorandum of Understanding on The New Lawn development

Ian Crawley/Secretary/13th February 2018

Signed

Ian Potts

Chair, Nailsworth CLT