

DRAFT

Notes of the Nailsworth Community Land Trust Steering Group Meeting held on Monday 9th February 2015, in the Town Hall Council Chamber.

Present: Stephen Robinson (District & Town Cllr), Ian Potts (Chair)(to item 3 only), Ian Crawley (Acting Secretary), *Jonathan Duckworth (Town Cllr), Sue Levett, Mike Levett, Joyce Affleck, Bill Affleck, Keith Angus, Wendy Gerard, Rob Burford.

*indicates chair for the meeting

Apologies: Elizabeth Francis, Heather Davis, Sally Millet (Forest Green Resident's Association)

Items

1. Notes of meeting held on 12th January 2015 agreed.

2. Matters Arising.

Item 3a - Concern at possible removal of Heras fencing by SDC before site formally handed over as this could allow indiscriminate parking or other unauthorised temporary uses. **Action: Ian C** to raise with SDC (Andy Nash).

Item 3c - CRTBO referendum date confirmed as 30th July in email from SDC CE dated 26th January 2015, to Steve.

Item 3d - Date to be agreed with Aster Homes for evening presentation on financial model.

Action: Ian C.

Item 5b - Nailsworth News article not published in February edition, due to lack of space. Noted that a small piece was on the NN website.

3. Establishing the CLT.

a) Legal Form. In the context of the three types of social enterprise possible - Company Limited By Guarantee, Community Benefit Society, and Community Interest Company; and the desire for a simple, and flexible approach which was cheap to put in place; and that charitable status was not required, the SG decided to vote on becoming a non-charitable Community Benefit Society following the NCLT Model Rules.

Motion: For the CLT to form as a non-charitable Community Benefit Society following the NCLT Model Rules.

Proposed: Ian P. Seconded: Mike L. Carried unanimously. **Action: Ian C to progress with NCLTN.**

b) Legal Advice. In the absence of any progress in achieving a quotation or any interest from WSP solicitors, the SG agreed to appoint Battens Solicitors Ltd., Mansion House, Princes Street, Yeovil, BA20 1EP, who had been recommended by AH and had provided a quote from Julia Knight, Solicitor, Commercial Property, as follows in an email of :

" 1. Setting up as a community benefit society would be the best way to go. I would recommend you go through your local CLT network/advisory service to do this, if you have one. If not then the company and commercial team at Battens could certainly deal with this, and their fees would be between £500 - £750 plus VAT.

2. The 125 year lease is normally always granted before the land is transferred to the CLT to avoid any capital gains tax problems.

My fees would be £4,000 plus VAT, with the additional fees payable to the company commercial team, if you also wanted us to set up the society."

Note the CBS will be set up through the National CLT Network for a fee of £350 plus FSA fee.

Motion: To appoint Battens Solicitors Ltd to the CLT for the Lawnside scheme.

Proposed : Steve R. Seconded : Mike L. Carried unanimously.

c) Fit For Purpose. Agreed to review the priority for preparation of documents in the context of the Model Rules. **Action: Ian C, Ian P and Bill to meet.**

d) Business Plan Mike has redrafted the framework and provided a risk matrix framework. **Action: to be programmed.**

e) Funding. Application for £4,000 (max. allowable as a grant) from the CLT Start Up Fund to be submitted after the meeting for Fund Board decision 19th February with the addition of the form of incorporation agreed. **Action: Ian P to amend and submit application.** The Town Council has agreed a further £500 for the SG from April 1st. Jonathan is preparing a schedule of expenditure against the first tranche of £500. **Action: Jonathan.**

(Ian P left the meeting at this point.)

4. The Lawnside Development and SDC.

a) **Justifying the Disposal.** Andy Nash has confirmed the written justification from the SG as to why the land should be disposed of for less than market value met their requirements; that he will be seeking a meeting to discuss the content of the land transfer document and the timetable; that the 31st March is no longer the Council's deadline for the transfer; and that the site will be vacant and cleared prior to transfer. **Action: Ian C** to seek meeting date.

b) **CRTBO process and timetable.** Following circulation of Ian Cs note on this, SDC head of Planning, Phil Skill conformed Ricardo Rios Neighbourhood Planning Officer, will lead on this. Meeting confirmed 10am Friday 27th Feb. in the Council Chamber. **Agreed Mike, Keith, Ian C and Ian P attending** along with Aster and gcp.

c) **Progressing the Development Scheme.** SDC confirmed Holly Simpkins as Planning Officer. Aster seeking to arrange a meeting. **PS: Agreed 10am Wed. 4th March** at Ebley Mill. Ian C plus xxx attending with Aster and gcp.

5. Promotion & Publicity.

a) **Nailsworth News March Edition.** Agreed up date of February article to be prepared adding decision to become a Community Benefit Society (non charitable); appointment of Battens as solicitors; Referendum date confirmed as 30th July; Ferring, West Sussex CRTBO report available on CLT website. **Action: Joyce to draft and agree with Ian C and Jonathan.**

b) **Communications Protocol.** Final to be circulated after comments included. **Action: Ian C**

c) **Question & Answer schedule on website. Action: Ian C to circulate updated version for comment.**

6. Membership. Jonathan reported 4 new members.

7. Any Other Business.

a) Possible need for Temporary Traffic Order for the construction traffic to manage traffic to and from the site. **Action: Mike** to circulate letter from GCC Highway's contractors to SG.

b) Discussion ensued about reopening the Bunting Hill/Lawnside traffic closure to enable development or for the development. This is considered to be outside the remit of the CLT. Mike indicated he is going to approach Town Council.

8. Meetings. (generally second Monday in the month)

9 March / 13 April / 11 May. **Action: All to diary.**

Author: Ian Crawley / 12th February 2015.

Circulation: Those present plus SDC Nailsworth Cllrs; Aster Homes (SK and KH) and SDC (AN)