

Minutes of the Nailsworth Community Land Trust Board meeting held at 7.00pm on Monday 16th September 2019 upstairs in the Britannia Inn, Cossack Square, Nailsworth, Glos. GL6 (NB: the location was a one-off due to keys not being available to the Town Hall venue)

Present: Ian Potts (Chair), Keith Angus, Wendy Gerard, Kevin Hibbs, Ian Crawley, Elizabeth Francis

Items

1. Apologies. Jonathan Duckworth, Steve Robinson, Mike Levett.

2. Minutes of the Board Meeting held on 12th August 2019. Agreed.

Action: Jonathan to place on the website.

3. Matters arising not on the Agenda.

Item 3.3. Land at top of Dark Lane. SDC response/action to be chased **Action: Steve.**

Item 3.4. Route map of the NCLT Journey with key lessons for future projects and other CLTs. Discussion focused on the lessons learnt and how they can be applied to any future schemes where the CLT partners with a Housing Association. The key lessons were agreed as:

* The changes in design and specification as the process went from CRTBO consent, through specification approval for costing for the Aster Investment Panel and HE grant decisions, to the design and build contract with the architects novated to the contractor and therefore bound to work within E.G.Carter's budget.

* The need for the CLT, using the RIBA Plan of Work framework to specify its own requirements from the outset and follow this through all the project stages.

* the need for the CLT to be actively involved in the content of the business case and the applications and negotiations associated with any external funding requirements.

Action: Secretary to draft.

Item 3.5. SDC Local Plan Review. Agreed Board still wished to meet SDC Leader and new CE to press the case for positive Council policies and practices to support community led housing. **Action: Steve.**

Item 4.1. Snagging. Chair emailed Bob Clay on 13th August as follows:

'As part of our review of the Lawnside scheme, I have been asked if we can get a copy of the snagging lists. There are two aspects to this - the retrospective in terms of the kind of issues arising, whether they could be foreseen and a reflection on the quality of the build (accepting of course that some snagging is inevitable). Secondly, looking forward and monitoring the outstanding issues and how they are being dealt with as that has an impact on our reputation as a CLT with both the tenants and the wider community'.

4. Lawnside.

4.1. Overgrown outside planted spaces. Wendy noted the evident problem. Agreed this is a matter for E.G.Carter who will be required to maintain the planting for at least six months. **Action: Secretary** to raise with Karl.

4.2. Review Report on process and lessons learnt. Agreed key lessons included; * Need to set out CLT values and aspirations from the outset in all new schemes. * Board need to remain close to the architects throughout future schemes so that the Board is involved in any key changes particularly when the scheme moves in to the design and build contract phase.

* The Board is keen to have more involvement in the specification of design requirements.

* The Board wishes to be closely involved in the business planning and the applications for HE funding at each stage.

* The Board is interested in timber frame approaches and wishes to learn more about the options and costs.

* The Board wishes to engage an energy consultant to advise on the best whole life cost approaches to new build.

Action: Secretary to provide short draft report on the project history and lessons; and ask Karl about Aster's scheme review.

5. Other possible CLT developments.

5.1. Homes England requirements. Secretary confirmed that HE has confirmed the 10% local contribution to obtain a grant to meet the costs of getting to the CRTBO referendum can be met by time in lieu undertaken by the partner HA and Board members. HE also confirmed that Heads of Terms for the site which is the subject of an application for this revenue grant do not need to be in place when the application is made, but should be in place by milestone 2.

5.1.1. Land off Tetbury Lane. Noted next stage is site meeting at 9am Friday 20th Sept. with Aster Homes, E.G.Carter and their Consultant Engineer to consider the access required and the implications for the number and disposition of homes. PS: application has been made to SDC for a grant of up to £1500 to fund a topographical survey. This would then enable a judgement on infrastructure costs and the number of homes required to deliver a VFM scheme.

5.1.2. Library, Mortimer Rooms & NTC offices complex. Await outcome of Town Council discussions with GCC.

5.1.3. Small SDC garage/parking area on Lawnside opposite the junction with Bunting Hill. Agreed CLT wish to progress acquiring the site for development. Noted SDC reviewing garage use and rear access to the site from adjacent properties. Agreed await outcome of this work.

5.2 Renishaw Building at Woodchester. No response to letter. **Action: Secretary** to seek reply.

5.3. Land accessed from west end of Bunting Hill. Noted previous unrealistic price for access required by Guinness. Agreed new approach . **Action: Secretary.**

6. Policies. Agreed to use RIBA Stages doc.(circulated by Kevin) to guide process in all future schemes.

7. Current CLT Financial Position. No report

8. Any Other Business.

8.1. AGM. Noted there are no current Directors requiring re-election this year. The position is that Directors have been elected for 3 year terms as follows:

2015 Keith, Liz, Ian C, Wendy, Mike and Ian P.

2016 No change.

2017 Ian C, Keith and Liz to 2020.

2018 Kevin, Ian P, Mike and Wendy to 2021.

Agreed to follow model of AGM papers used by Wiltshire CLT. **Action: Jonathan to promote AGM at 7pm on 11th November in Nailsworth News; Jonathan to provide Ian C with financial report; Secretary to draft Chairs Report.**

8.2. Timescale Document. Noted Secretary has updated this. **Action: Jonathan** to place on website.

9. Schedule of Meetings. Next meeting - 14th October, 7th November (AGM then Board), 9th December.

Author: Ian Crawley 27th September 2019

Signed

Ian Potts, Nailsworth CLT Chair