



**MINUTES OF THE MEETING OF ANGMERING COMMUNITY LAND TRUST BOARD  
HELD IN ANGMERING LIBRARY  
ON TUESDAY 10<sup>TH</sup> APRIL 2018 @ 7:30 P.M.**

**Present: Board Members**

Susan Francis (Chairman); Rob Martin (Secretary); Rosemary Terry; Steven Mountain; Val Jerram; John Oldfield; Christine Jones; Kristina Yates

**Also present:**

Will Anderson (Rabble Place); Tom Warder (AirS)

**18/001 APOLOGIES FOR ABSENCE**

**ACTION**

None received

**18/002 MINUTES OF THE MEETING OF 26 SEPTEMBER 2017**

The minutes of the meeting were agreed as a true record and were signed by the Chairman.

**18/003 UPDATES OF PROGRESS SINCE THE LAST MEETING FROM SECRETARY (NOT ON THE AGENDA)**

**Heads of Terms Agreement**

The Secretary reported that emails have been exchanged between solicitors with regard to the Head of Terms Agreement between the CLT and Parish Council. There are still questions that require answers but he expects everything to have been agreed and completed by Friday 13<sup>th</sup> April.

**Planning Permission**

Now expected to be considered in the May Development Control Committee meeting. Discussion took place as to the merit of adding verbal support to the application at that meeting. Board Members agreed that it would be a great opportunity for those involved in the application to lend their support. Potential date for the Development Control Committee Meeting is 9<sup>th</sup> May 2018.

**All Board Members  
welcome to attend  
meeting on 9<sup>th</sup> May**

**18/004 FINANCIAL UPDATE**

The Secretary apologised for not having the updated figures at the meeting, these will be circulated with the minutes, after the meeting.

Budget had been exceeded for the survey work as additional surveys had been necessary. Whilst there is still money in the bank this is earmarked for payment of legal fees and Action in Rural Sussex (AirS).

The Secretary stressed that it was important to look at future funding as it would seem that we had tapped into all available grants. All options were being looked into. Will Anderson pointed out that the next round of Community Housing Fund grants for 2018 would be available in May.

**RM to forward  
Financial update to  
CJ for distribution  
with minutes**

18/005 **MAYFLOWER PROJECT TEAM UPDATE**

As reported by the Secretary we are still awaiting approval of the planning application, and the finalisation of the Heads of Terms Agreements. The delay in confirming this is due to the fact that there are multiple agencies involved (CLT, Parish Council, Crayfern). It would be advisable to have both Heads of Terms Agreements in place, along with the planning permission and finance ready for when Crayfern submit their planning application. The Secretary suggested it might be helpful to ask the Parish Council to send a representative to Development Control Committee to support the Crayfern application.

The Secretary commented that we would need to work together with Arun DC on our allocations policy. We would need to ensure that the Section 106 was written in such a way that CLT applicants were considered before anyone else offering properties to Arun only if there were no eligible applicants from the CLT.

Tom commented that when planning was approved, we would need to send out a press release and suggested both locally and nationally. He suggested contacting the main broadsheet newspapers, Times, Telegraph etc and also TV – South Today.

The Secretary stated that there would be a need for the frequency of Board meetings to increase once planning permission was received.

18/006 **CRAYFERN UPDATE**

As stated in point 18/005 – work still being done on the Heads of Terms Agreement and planning application.

Will commented that it would be wise to ensure that Crayfern were aware of any changes made in the CLT Heads of Terms with the Parish Council, ensure that all parties were in agreement.

18/007 **ANY OTHER BUSINESS**

**Mayflower Way Car Park**

The Secretary reported that quotations are being sought on options for the improvement of the car park. Design concepts need consideration for the road/turning circle and surrounding area at the end of Mayflower Way.

**RM**

**Future Work Programme**

Tenancy Agreements - discussion took place around renewable tenancies, right to review tenancy and eligibility criteria. Secretary to source existing tenancy agreements for social housing for comparison.

**RM**

**Further Development Opportunities**

The Secretary reported that he had been in discussions with Rydon Homes with regard to further opportunities for affordable housing and rental properties. He stressed the importance of early discussions with developers



in order to secure future opportunities. Board members agreed to the Secretary continuing to have discussions with developers.

**Publicity – General Data Protection (2018)**

The issue of communicating with Shareholders was discussed in terms of the new GDP legislation coming into force in May 2018. There is a need to get supporters and shareholders alike to sign up to receiving newsletters and communication from us in advance of the legislation coming into force. The Secretary informed the meeting that training would be provided for Board Members, date/time to be advised.

18/008 **ANNUAL GENERAL MEETING**

**Date agreed: 22<sup>nd</sup> May 2018 @ 7:30 p.m.**  
**Location: Angmering Village Hall**

18/009 **DATE OF THE NEXT MEETING:**

Secretary to confirm.

**RM**

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Chairman

Date.....