

**MINUTES OF THE MEETING OF THE BOARD OF
ANGMERING COMMUNITY LAND TRUST
HELD ON WEDNESDAY 24TH OCTOBER 2018 AT 7 P.M.
IN THE ANGMERING COMMUNITY CENTRE, BRAMLEY GREEN**

ACTION

Present Board Members:

Tony Cross (Chairman); Valerie Jerram; Christine Jones; Robin McDonald (Treasurer – part meeting); John Oldfield; Rosemary Terry (part meeting)

Also present:

- Will Anderson (Rabble Place – part meeting); Bruce Howse (CLT Land Agent – part meeting)

1. Apologies for absence

Angela Colliss; Steven Mountain; Kristina Yates; Tom Warder (AirS)

2. Declarations of Interest

None received

3. Minutes of Previous ACLT Board Meeting – Held on 22nd August 2018

An amendment was made to the petty cash amount stated on the previous minutes to show £185.00 in the petty cash box. Following this the minutes were agreed as a true record and were signed by the Chairman.

4. Matters Arising (not on the Agenda)

Val confirmed the following actions had been completed:

- thank you card to Rob Martin
- Registered Office sign for the ACLT was now showing at the entrance to the Angmering Community Centre
- All interested parties had been notified of the ACLT change of address

Robin confirmed that an update on income/expenditure will be detailed within his latest report.

5. Administrative Matters

Draft Data Protection policy document had been distributed to Board members prior to the meeting. Discussion took place as to the inclusion of a statement regarding current convictions however it was considered not relevant to this policy. A separate policy covering anti social behaviour was discussed, and it was agreed more research into this was required. Val will work with the Housing Allocation team to draft an anti social behaviour policy.

Those present agreed to adopt the Data Protection Policy as written with a proviso that if/when further information becomes available it can be amended if required. (19:20 Will Anderson arrived).

6. Chairman's Report

The Chairman thanked Will Anderson for his assistance in guiding us to a successful planning decision for the Mayflower Way project. He reported that along with Val he would be meeting with Arun District Council representatives Arjan De Jong, Housing Strategy Enabling Manager, (Andy Elder's replacement) and Satnam Kaur, Head of Residential Services to discuss the Mayflower Way Project.

The Chairman and Treasurer had attended a funding presentation by Action in Rural Sussex in Billingshurst, where options for current available funding schemes for Community Land Trusts were detailed. At this meeting contact was made with ADC Counsellor Norman Dingsman, also a member of the Policy Group for South Downs National Park Authority who advised that the South Downs National Park were

**VJ & HA
Team**

interested in working with CLT's to identify sites within the South Downs area where they can work together. The Chairman will work to progress a meeting to discuss this further.

The Chairman reported that the 106 Agreement had been signed at the ADC offices. The ACLT website and Facebook page have been updated to confirm that planning permission for Mayflower Way has been granted.

Publicity – The Chairman has written an article about the ACLT which has been included in this month's All About Angmering Magazine.

7. Mayflower Way Project

A letter from Will Anderson, Rabble Place Ltd had been distributed prior to the meeting and Will outlined his company's proposal to act as client side architectural Technical Advisor for the project. He stressed his Company's desire to remain with the project and see it through to completion. (19:55 Bruce Howse arrived). Discussion took place regarding the construction drawings and how Will's company could work alongside Bruce to assist with both technical knowledge and build integrity. Bruce confirmed that there would be no overlap in roles. Will left an up to date set of plans for the Board's information. The Chairman thanked Will and said that his proposal would be discussed at the next meeting.

Discussion took place over what the ACLT's next move will be and Bruce outlined options for the design and build strategy. (20:40 Rosemary Terry left the meeting).

CH have requested a meeting to discuss the CA and Bruce advised that this should be a joint conversation between all parties, i.e. Angmering Parish Council, ACLT and himself. The Chairman will contact CH to arrange the meeting. The Chairman concluded that the primary objective for Mayflower Way remains the delivery sub-market rental properties. (20:55 Robin McDonald left the meeting).

Chairman

Discussion took place regarding how the scheme would be managed and it was agreed that the Allocations team needed to do more research on what is currently on offer. (21:10 Bruce Howse and Will Anderson left the meeting)

8. Finance

Audit/accounts 2017-2018 – report and financial statements were accepted and duly signed by the Chairman. The Treasurer has requested the purchase of new accounting software at a cost of £10 per month, this also includes technical support. The purchase was agreed by those present.

Income/expenditure – Outstanding invoices from Rabble Place and Mirkwood Evans Vincent, Solicitors have been paid. Full update at the next meeting.

Risk Assessment – carried forward to next meeting.

Fundraising – an application is being made for £33,000 from Homes England; the application is to fund future professional fees.

9. Any other business

Nothing raised

10. Date of Next Meeting

Wednesday 21st November 2018 at 7 p.m., Angmering Community Centre

The meeting ended at 21:30

.....
Chairman

Date.....