

**MINUTES OF THE MEETING OF THE BOARD OF
ANGMERING COMMUNITY LAND TRUST
HELD IN THE ANGMERING COMMUNITY CENTRE
WEDNESDAY 27 MARCH 2019 AT 19:15**

ACTION

Present:

Board Members:

Angela Colliss; Tony Cross (Chairman); Gareth Cornford; Valerie Jerram (Board Secretary); Christine Jones (Admin Secretary); Steven Mountain; Kristina Yates

Also invited/present:

1. Apologies for absence

Robin McDonald; John Oldfield; Anabela Sales; Tom Warder (AirS)

2. New Declarations of Interest

Nothing declared

3. Minutes of Previous ACLT Board Meeting

The minutes of the Board meeting held on 20th February 2019 were agreed as a true record and were signed by the Chairman.

4. Matters Arising (not on the Agenda)

- Tom Warder still to send copies of lease agreements.
- No new responses received to the Chairman's open request for available land

TW

5. New Policies/Forms

The Board discussed the latest versions of the Equality and Diversity and Anti-Social Behaviour policies and the Housing Application form. More work is to be done on the wording and so these policies will be brought back to the next Board meeting.

KY

Discussion took place as to the necessity for training for all Board members relating to Equality and Diversity. GC will look at options and report back at the next meeting.

GC

6. Chairman's Report

In response to the query at the last meeting regarding a consistent terminology to describe the ACLT Board, and having done some investigating the Chairman stated that it was up to Board members what they would like to be known as. Those present unanimously agreed that they were happy to be referred to as "Board Members".

Prospective new member:

The Chairman has written to a gentleman who had indicated to an existing Board member that he may be interest in joining the Board, however has received no response to date.

Potential New Projects:

The Chairman reported that contact has made contact with Gladman Developments, and whilst it is understood that they remain interested in working with the ACLT in the future no progress has been made in terms of the details.

A meeting was held with Henry Adams to discuss the opportunity for the ACLT to be involved in the future development of land south of the A259. The Chairman asked those present if they were in agreement with him continuing these discussions. The Board agreed.

7. Mayflower Way Project

Collaboration Agreement (CA)

The Chairman asked those present if they had any questions over the latest version of the CA. Concerns were raised over not having had sight of the Option for deed of easement

APC which is referred to in the CA. The Chairman said that he would ask the Solicitors to provide us with a copy. CH have made some last minute changes to the wording that is not acceptable to ACLT, our Solicitors are working on this and the Chairman said he would update the Board as soon as he has any news on this.

8. Finance Report

In his absence the Treasurer’s report was circulated for comment the main points raised were as follows:

Training

As mentioned earlier in these minutes, GC will look at other options in terms of the Diversity training. Training required for Deputy Treasurer.

Funding

Homes England grant approved and bank details have been sent to them for the transfer of monies. Application for £50K from Nationwide Building Society Community Grants was unsuccessful. The Treasurer continues to explore new funding opportunities.

HMRC

The Treasurer has been in discussion with the HMRC regarding a tax return for the ACLT. Regretfully whilst they were informed of the ACLT’s change of registered address, the Tax Return was sent to APC address which was then mislaid, so we were unaware of its existence.

HMRC have agreed to a one month extension to the deadline for completion of the Return. A decision was taken under the ACLT’s Emergency Business provisions by TC, VJ & CJ for the return to be completed by our auditors in order to avoid a tax penalty for failure to submit the return on time.

TC

Discussion took place regarding the ongoing use of the Angmering Community Centre as a regular meeting place. The Chairman will need to make application to the Centre’s Trustees for continued use on the current basis.

9. Parish Assembly – 30th May 2019

KY, AC, GC and CJ had met to discuss what was needed for the ACLT stand at the Assembly. Wording for a pop-up banner was discussed and format agreed by those present. CJ will contact supplier and get a proof ready for the next meeting. Flyers and membership forms will also be available.

CJ

10. ACLT – Insurance Cover

The Chairman confirmed that as a Cooperative & Community Benefit Society, the liability of Board members in respect of their personal assets was restricted to £1. In addition they were covered under the ACLT’s insurance policy arranged through the National Community Land Trust Network that provides Board members with personal liability cover up to £1,000,000. What is not covered is the Board itself when acting as a whole and so additional cover will be purchased at a cost of an additional £60.00.

11. AOB

None

12. Date of the Next ACLT Board Meeting

Wednesday 24th April at 19:15 in the Angmering Community Centre, Bramley Green

The meeting finished at 21:20

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Chairman

Date.....