

**MINUTES OF THE MEETING OF THE BOARD OF
ANGMERING COMMUNITY LAND TRUST
HELD IN THE SPOTTED COW PH
18th December 2019 @ 19:15**

Present: Tony Cross (TC); Angela Colliss (AC); Steven Mountain (SM); Gareth Cornford (GC); Robin McDonald (RM); Jan Welch (JW); John Oldfield (JO); Kristina Yates (KY)

ACTION

1. Apologies for Absence

Christine Jones (CJ)

2. Minutes of Previous ACLT Board Meeting (accuracy)

The minutes of the meeting held on 20th November 2019 were agreed with one correction for Item 7 where the Creditors value was £120. The Minutes were signed as a true record by the Chairman.

3. Matters Arising (not on the Agenda)

- Only one Board member has sent in a photograph for the website.

4. New Declarations of Pecuniary/Non-Pecuniary Interest

None.

5. Chairman's Report

Land South of Mayflower Way – No progress is possible.

Roundgate – The Agents (Henry Adams) are still preparing a revised offer regarding the affordable houses.

The Chair has written to the Chair of APC requesting the release of a further section of land (unused car park) in Mayflower Park which may be suitable for 6 affordable houses. APC has acknowledged the request but is currently negotiating with WSCC regarding a land exchange in respect of the new school building.

Palmer Road – the planning decision has been deferred.

Quiet Waters – the Chair has again contacted Gold Developments regarding the flats/apartments for sale in Roundstone Lane but negotiations are already at an advanced stage with another housing provider. (Nb. Post Meeting Note: the Chair originally contacted Gold Developments about this matter in January 2019).

The Chair is due to have an initial meeting with the developers of the Merry England site in Dappers Lane who are keen to discuss the sale of their 5 affordable houses. Thanks are due to APC for their assistance in directing the developer towards us.

TC

6. Mayflower Way

CH's planning application is now due for decision on 19th December. It is understood that the Environmental Health Officer's concerns will be dealt with through planning conditions.

A meeting must take place with Bruce Howse (Agent) to provide a brief for him to prepare our tender document once CH planning permission is approved. The Board felt a project group was not appropriate in this respect and the full Board needs to provide the guidance.

7. Finance

- Current balance: £12,869.89
- (Petty Cash £194.24)

Funding: The application to Homes England for infrastructure costs at Mayflower Way may

ACTION

fail as there is insufficient time for ADC to complete the application. The closing date is the end of 2019. No information as to whether the grant will be extended beyond this date. No further information on our application to Homes England for a revenue grant of £32,000.

(Nb. Post meeting note; a further delay in ADC issuing CH planning permission until January 2020, has made making an application before the end of 2019 impossible).

The application to the Community Led Homes REACH fund to cover financial modelling for the Mayflower Way project etc is ready for final submission. Two Board members must be legally responsible for receiving the grant should we be successful. The Chair & Board Secretary will undertake this role. Triodos are the new Access point for the application.

RM

Other applications are being prepared to the Sussex Community Foundation for 2020/21.

GC provided cost estimates (approx. £600) for a CCTV system for the Mayflower Way site. This can also be included in our funding applications.

The Deed of Transfer to allow the grant of £240k from ADC to ACLT must be signed by two Board members. It was agreed by the Board that the Chairman (TC) & Board Secretary (GC) will sign the document. A separate interest-bearing bank account is also required. The Treasurer will open a new account with Unity Bank and the current bank signatories will also be signatories on the new account. Forms were handed around to be signed.

**TC/GC/
RM**

8. Housing Needs Survey

All matters concerning the survey have now been agreed by APC and we are just waiting for an up-to-date quotation from AiRS for printing and carrying out the survey. The Board felt that February was the best time for the survey to be carried out. The Chair will contact All About Angmering (AAA) who will undertake the distribution to ascertain the deadline for receiving the survey forms. Some work may be required by Board members in the stuffing of the envelopes prior to delivering them to AAA.

TC

9. Public Liability Insurance

Deferred to next meeting.

10. Clothing & Equipment

Deferred to next meeting.

11. Vision, Mission & Communication

Amendments made as requested and document was re-circulated to members who have now approved the strategy.

12. Any Other Urgent Business

SM offered his apologies for the January & February meetings.

ACLT Poster – deferred to next meeting.

13. Date of Next Meeting

15th January 2020 @ 19:15 at the Community Centre.

The meeting finished at 20:30

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Chairman

Date.....