



**MINUTES OF THE MEETING OF THE BOARD OF
ANGMERING COMMUNITY LAND TRUST
HELD IN THE ANGMERING COMMUNITY CENTRE
Wednesday 19th February 2020 at 19:15**

Present: Tony Cross (Chairman); Robin McDonald (Treasurer); Gareth Cornford (Board Secretary); Angela Colliss (AC); Christine Jones (CJ); Kristina Yates

Also present: Jane Anstee; Sally Dickens; Rhys Evans; Lee Hamilton-Street

ACTION

1. Apologies for absence

Steven Mountain; John Oldfield; Jan Welch

2. Minutes of the Previous Board Meeting (accuracy)

Following some minor amendments, the minutes of the previous meeting were agreed as a true record and signed by the Chairman.

3. Matters Arising (not on the Agenda)

None

4. New Declarations of Pecuniary/Non-Pecuniary Interest

None declared

5. Chairman's Report

The Chairman thanked Board Members for responding positively to his email request for acceptance of the allocation of monies from the REACH fund. The Board unanimously approved the terms and conditions for acceptance of the award.

The Chairman and Treasurer met with Triodos Bank's Corporate Finance Manager to discuss funding for the Mayflower Way project and potential projects with Merry England and "Roundgate" (the possible purchase of 10 properties on land south of Angmering) – details of this meeting will be dealt with by the Treasurer in his report. He also reported that he and the Treasurer had met with the new MP, Andrew Griffith, to discuss concerns over the cessation of the Homes England grant monies and to encourage his support in lobbying the Secretary of State for Housing, Communities and Local Government, Robert Jenrick, to ensure the continuation of this important stream of funding. Mr Griffiths confirmed his support for CLT's in general and indicated that the Prime Minister was also supportive.

Housing Need Survey

Many thanks to Angela, Kristina, Robin and Christine for their assistance in envelope stuffing. Preliminary results noted via Facebook posts showed that over 2,000 clicked on the advanced notice sent out on 12th January rising to almost 4,000 when the final notice was sent out at the end of January. Two drop-in sessions were held in conjunction with Angmering Parish Council (APC) to explain and discuss the Survey. Approximately 70 people attended the first session, with fewer attending the second. Thanks to Gareth & Robin for supporting these sessions.

South Downs National Park (SDNP)

Informal discussions have been held with SDNP regarding the installation of solar panels on the roofs of the Mayflower Way properties, following which ACLT were invited to formally apply for a £62,000 grant to assist with this. Discussions were also held for grant funding for the Merry England project (£125,000). An application has been made and a decision should be expected on both applications within the next three weeks. The Chairman also reported that SDNP had made an approach to see if the ACLT were interested in taking on a rental property outside of Angmering. The project is still at the planning stage and the

Chairman reported that he would bring full details to the Board before any commitment was made.

Insurance

Policies have been secured to cover insurance for Land Owners, Public Liability and Employers Liability. Insurance policies will be reviewed annually.

TC

Crayfern Homes

Planning was granted on 11 February; CH have agreed to pay upon completion of the land purchase transaction. Discussion took place as to how we will find out when the sales is complete, and the Chairman said that he will make enquiries with their Agent, Henry Adams.

6. Finance

- Account balance: £23,000
- Creditors: insurance premiums to be paid
- Debtors: £1,600
- Grants received: £16,700 – ring fenced for Mayflower Way project
- Unallocated funds: £6,500
- REACH fund received

Funding

- Homes England grant applications – not sure what will happen with these given the uncertainty surrounding the continuation of this scheme.
- Discussions with Sussex Community Foundation to secure finance to cover running costs over the next two years.
- Recently attended a meeting with Voluntary Action in Arundel & Chichester with AC.
- Rosemary Terry will assist with the completion of future funding applications
- MP Andrew Griffith has indicated that he would be willing to endorse any funding applications

Following the meeting with Triodos Corporate Finance they are in the process of putting together financial modelling which can be used when applying for loans. Initially for Mayflower Way and Merry England projects, the model can be adapted for any future projects for presentation to prospective lenders. The cost for this service will be c.£2,000 and the Treasurer requested Board approval for the expenditure.

A further request for expenditure was made by the Treasurer in relation to the suggested preliminary works on the Mayflower Way site from Land Agent Bruce Howse. These were for Geotechnical Site Investigations (£5,584), Surrey Wildlife Badger/Wildlife Survey (£795) and CCTV Drainage Survey (£795 per day).

At this point the Chairman interjected saying that according to Item 62 of the Trust's Standing Orders, at least three quotations should be sought for expenditure over £2,000. However, in this instance the moneys from the earlier Homes England grant were earmarked specifically for preliminary tests at Mayflower Way, and there was a danger that the monies would not be spent before the deadline date (March 31st) if we wait for further quotations. The Chairman suggested that this be waived by utilising Item 46 of the Orders to suspend Item 62.

This would then be deemed emergency business and enable the Board to approve the expenditure. The Chairman formally proposed the suspension of Item 62 under the terms of Item 46: the proposal was unanimously accepted. He then further proposed that the quotations for the financial modelling and those relating to Mayflower Way, as detailed by Bruce Howse be accepted: the proposal was unanimously accepted.

The Treasurer thanked Jane Anstee saying that she was doing a great job of assisting with the bookkeeping. He and Jane have planned to produce a monthly management report to present to the Board however there were currently a few technical anomalies in the system, which they were working on, and hopefully would produce this for the next meeting.

7. Crowd Funding

Following investigation, it was thought that this would not be of benefit at the current time for the projects that the ACLT were working on. However, the Chairman suggested that there might be a more suitable project in the future where this can be revisited.

8. ACLT New Logo/Letterhead/Poster Template

Following the commission of a graphic designer the new logo and letterhead was presented to the Board. Having been through a series of changes since the last meeting, all of which were approved and final version agreed by Board members via email. The Chairman proposed that the new items were accepted: the proposal was unanimously accepted.

The Chairman thanked Robin for his input and assistance.

9. Public Consultation/Questions

Concerns were raised over what impact the development of Mayflower Way would have on the existing properties, in terms of traffic and the safety issue of large vehicles turning in the road. The Chairman responded that everything possible would be done to ensure that all contractors used were considerate of existing properties. The Board would be completely open to any issues or complaints that existing residents might have once works commence on site, and The Chairman said that he would write to all existing residents to ensure that they were aware of this.

TC

The question of using local labour and skill sets was asked. The Chair responded that this has not been considered as yet however the Board would be sympathetic to this idea.

Referencing the discussions with SDNP regarding funding for solar panel on Mayflower Way properties, the question was asked if they (SDNP) had put a proviso that one of their workers would be allocated a property. The Chairman responded that this was not the case, the properties were purely for applicants from Angmering, and the solar panels were in line with the ACLT's commitment to the Mayflower Way properties being as eco-friendly as possible.

It was also confirmed that the properties on the Merry England site would have air sourced under floor heating on both floors.

The Chairman committed to looking into the use of grey water for toilet flushing for the properties.

TC

10. Any Other Business

APC are in the process of revising the Neighbourhood Plan and would like local volunteers on various focus groups. The Chairman asked if anyone was interested please contact the APC Office.

ALL

The Chairman asked Board members to remember to check their ACLT emails on a daily basis so as to speed up any urgent issues that require immediate attention/response. It was suggested that a WhatsApp group may be a quicker/easier form of contact for urgent messages. CJ will set up the group.

CJ

The Chairman proposed Jane Anstee as a co-opted Board Member: agreed by all those present. The Co-option would last until the 2020 AGM.

11. Date of next meeting:

Wednesday 18th March 2020 @ 7:15 p.m.

The meeting finished at 20:35

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Chairman

Date.....