



**MINUTES OF THE MEETING OF THE BOARD OF
ANGMERING COMMUNITY LAND TRUST
ONLINE VIDEO CONFERENCE
20th May 2020**

Present: Tony Cross (Chairman); Robin McDonald (Treasurer); Gareth Cornford (Board Secretary); Angela Colliss; Kristina Yates; Jane Anstee; Jan Welch; Steven Mountain

1. Apologies for absence

None

2. Minutes of Previous Board meeting (accuracy)

Agreed

3. Matters Arising (not on Agenda)

- Housing Survey – one member of AiRS staff is working on the survey from home (Covid) and as a consequence is taking longer than anticipated.
- Crayfern Homes – no further information on land transfer. Email and voicemail to Martin Curry from Henry Adams, Agents for Crayfern, without answer. Nothing is known about how they are funding the development.
- Sustainability Report – still awaits. Apparently the Consultant had an IT malfunction and lost a lot of the required data.
- Community Housing Fund – no further announcements regarding fund.
- NCLT Housing Allocations – GC reports nothing relevant on NCLT website
- Administrative Secretary – the advert on FB was seen by over 4000 people and produced just 1 enquiry. This person worked for a local Registered Housing Provider but her manager felt there was likely to be a conflict of interests, so she withdrew. Another advert is due to appear in the All About Angmering magazine due out shortly. This was done without cost.

Action – Chair to progress re Crayfern Homes

4. New Declarations of Pecuniary / Non-pecuniary Interest

None

5. Chair's Report

Mayflower Way – the change to the S106 to allow the introduction of 3 x Intermediate Houses for part sale (SE) has been notified to Arun and our Solicitor. Our Solicitors fees will be dependent on the amount of work required and will be on a scale between £250-£750. ADC fees have been discounted and will be about £350.

One of the possible problems emanating from this is whether ADC require future occupiers of these 3 houses to be on the ADC Housing Register. This would be problematic for us as ADC have final say regarding inclusion on the normal Housing Register.

Merry England – On Friday 15th May we received the Heads of Terms and associated documents from the developer and accordingly engaged our Solicitor. However, the S106 document (which the developers have applied to amend) contains restrictive clauses which have not been included in the application to amend. They feel these can be circumvented with a letter of agreement from Arun. We have written to Arun to confirm whether this is possible but should it not be, the developers would need to re-engage with Arun on the S106. The restrictive clauses include 75% nomination occupancy rights to Arun; no provision for the properties to be managed by ACLT; that all tenants must be on the Housing Register; and that Arun would determine who were qualifying occupiers. All of these clauses are unacceptable to ACLT. In the interim period, and to avoid unnecessary costs, the Solicitor has been asked to stop any further work until this matter has been resolved.

Palmer Road – further email to developers confirming our interest in some affordable homes and the commercial units but no response. Query whether there is option of 'live/work' units.

Roundgate – the initial planning discussions appeared to have stalled as a result of Covid and the Arun policy against allowing staff to attend meetings. APC has suspended their 'call for sites' until after the lockdown has been eased.

6. Finance

£21,500 in the bank with £15,000 ring-fenced and £6000 unallocated.

All invoices have been paid in relation to conditional work on MW development.

Two financial models have been produced (MW & ME) to fund these developments and online meetings/email discussions have proposed small functional amendments to the spreadsheets. Essentially, both funding schemes are credible and likely to be agreed by the Banks, once submitted. They both rely on some form of Shared Equity to raise capital and reduce borrowing. Given that this process requires some awareness and experience, the Treasurer proposes that the Financial Consultants who produced the models are further engaged to facilitate the lending process to a satisfactory conclusion with the banks. Indicative costs are in the region of £5000 for their delivery in total for both models. In principle this was agreed although given that MW & ME are currently stalled, no further expenditure could be authorised at present. The Consultants are also going to recommend a tax consultant who is familiar in VAT/Taxation in respect of CLTs.

7. Housing Allocations

The Terms of reference for the Housing Allocation Sub Committee which were previously circulated were approved and agreed by the Board.

A discussion took place on the need for a separate Housing Allocation Policy for Shared Equity houses rather than trying to amend the existing policy that applies just to rentals. This was agreed.

Action – Chair to draft

8. Property Management Services

A discussion took place on the merits / ability of the CLT to manage its own properties rather than engage a Management company and a list of actions had been previously circulated. It was agreed to defer the matter until there was progress with either MW or ME developments.

9. Other Urgent Business

A discussion took place on the need for more rental properties in Angmering and whether an all rental development was viable. There were also question marks over whether MW as an all rental development was ever viable.

Action – the Chair undertook to produce some data on this matter.

10. Date of Next Meeting

Wednesday 16th June 2020