



MINUTES OF THE BOARD OF ANGMERING COMMUNITY LAND TRUST

General Meeting (Zoom)

Wednesday 17th March 2021 @ 7.15pm

Present: Tony Cross (Chair); Angela Colliss; Jan Welch; Arthur Trehwella; Kristina Yates; Gareth Cornford (Company Secretary); Jane Anstee; Robin McDonald (Treasurer)

Shareholders: Rhys Evans, Rita Standing, Nikki Hamilton-Street, Heather Gayler

1. Apologies for absence

John Oldfield, Steven Mountain

2. Minutes of Previous Board meeting (accuracy)

17th February 2021

1st March 2021

9th March 2021

All agreed.

3. Matters Arising (not on Agenda)

17th February

9th March

GC has completed the application form in respect of the amended rules and submitted to the FCA on 10th March. Board approval given to GC to re-submit amended rules to HMRC re tax exempt status.

4. New Declarations of Pecuniary / Non-pecuniary Interest

None

5. Shareholder Consultation

No questions

6. Chairs Report

(BM = Board Member(s))

- Discussions with BM and ADC re: Allocations Agreement
- Discussions with ADC and testing of online Eligibility Checker for SG S/O & AR houses
- Meetings with MW WG, Agent and Solicitor re Easements and Deed of Variation for MW
- Meeting with MW WG and Agent re: amendments to design of 12 homes
- Discussions with BM and Solicitor re: new solicitor to be appointed for SG
- Discussions with BM re variation of Rules of Governance
- Meetings with developer regarding increase of purchase price of SG
- Development of new website

- Working with BM re SG brochure. Cooper-Adams have agreed to take our brochure and we can provide a link to the brochure on our Facebook page. GC will print some hard copies when document finalised.
- Meetings with BM and our Financial Consultant re: funding of SG
- Discussions with BM, Crayfern Homes and APC re: upkeep of Mayflower Way
- Discussions with Financial Advisors re: Panel of Advisors for SO properties
- Discussion with ADC re: CHF grant of £160k & Commuted Sum. CHF grant still awaits signature and Commuted Sum goes before ADC Cabinet now on 10th May.
- Discussions with SDNPA re receipt of funding for SG
- Meeting with BM, Redrow Developers and Agents regarding land South of A259
76 homes are planned of which 25 affordable with a mix of 8 x 1 bed, 10 x 2 bed and 7 x 3bed. Redrow are developing the 1500 homes at Ford with Ford CLT. They maintain an interest in working with ACLT but will also consult with Registered Social Landlords. They are concerned with achieving appropriate value for the landowner. It is acknowledged that this is likely to be an unpopular planning application for development and ACLT may come in for some criticism.

7. Mayflower Way

- Still need to determine the provision of white goods for MW
- Commuted sum – decision from ADC Cabinet expected about 10th May. No surprises are anticipated.

JW presented the Working Groups report. It was confirmed that we will be on site before expiry of planning permission. The project is moving forward within the programme and Bruce is hoping for a minimum of 4 companies who will confirm their interest to tender including GD Group.

1st Design meeting of Working Group held on 23rd February and report issued to the Board for any questions or queries. A number of decisions will need to take place, some before and some after the contractor is appointed.

Proposed to submit to ADC to discharge pre-commencement conditions this month.

No issues to date relating to the foul and surface water drainage designs currently being finalised.

Discussions with legal to update/revise easements relating to access to our site and service routes.

Instructions Issued:

A HWP - Contract for works to coordinate and submit details to meet pre-commencement planning conditions. Estimated value £500.00 + vat

B HWP/ACLT – Contract to make payment of ADC Fees relating to the works detailed above. Estimated Value £160.00 + vat (if applicable)

Non Material Amendments are being requested for various items including a reduction in the amount of rendering and changing the rendering to *monocouche* to reduce the need for maintenance; replacing timber windows with uPVC; GRP Composite front doors; artificial slate; false chimneys; changing concrete lintels to brickwork and other items of detail. The full list of NMA is available to members.

Building costs will not be known until tenders are received.

8. Swallows Gate

- Site visit undertaken regarding property inventory
- Three Financial Advisors have been identified to act as a panel for applicants of SO properties and are now listed on the ACLT website.
- Heads of Term (GD Group) needs updating and some concern expressed over timescales. Document to be reviewed by our Solicitor. Legal pack still not received from sellers.
- Heads of Term (Triodos) – a series of queries raised over interpretation and accuracy of document. RM to clarify with Triodos.
- Swallows Gate service charge is £100 per property.
- Summary of the application process produced with some grey areas open to interpretation. Further discussions undertaken to clarify process.

- ACLT Register of Interest - likely need for some remote manual input of data for this form where applicant unable to use or have access to a computer. Form is not practical for input on mobile phone. Need to examine supporting documents to validate status of entry to Register.
- The question of references of applicants was discussed for rental properties. Need to seek advice from ADC who will put forward applicants from their Housing Register.
- Rental deposits – need to be placed with Licensed Deposit taker of National Scheme (Deposit Protection Service, My Deposits & Tenancy Deposit Scheme). It was noted that some Associations do not ask for rent in advance although Arun does.

9. Treasurer's Report

Current Balance £27,989.54
 Ring Fenced £18,551.28
 Unallocated £915.22

- Application to National Lottery failed
- Reach Fund grant of £4800 received
- SDNPA grant of £15,000 received
- Savills valuation has taken place
- Work to identify additional banks to open accounts continues
- Financial modelling of Mayflower Way continues to be refined.
- Loan application process to Triodos started.
- Request to Accountants to audit Homes England CHF grant
- Request for Board approval to renew Directors liability insurance – APPROVED
- Request for issue of Corporate Business Credit Card to make payments easier. Deferred to next meeting to review impact on ACLT Standing Orders.

10. Any Other Business

- Allocations Agreement Swallows Gate – small edit to clause 5.3.c and Board approval given to sign the document.
- Appointment of new Solicitor re Swallows Gate – KY gave detailed background of the current situation and the difficulty contacting our nominated solicitor in Cornwall. The recommendation is that Corinne Vincent is appointed to handle the purchase of Swallows Gate and associated works. Board approval given to appoint Corinne Vincent.

11. Date of Next Meeting

Wednesday 21st April 2021 7.15pm