



**MEETING OF THE BOARD OF
ANGMERING COMMUNITY LAND TRUST (8781)**

VENUE – Angmering Community Centre

Wednesday 19th October 2022 @ 7.15pm

MINUTES

Present: Jan Welch (JW), Tony Cross (TC), Robin McDonald (RM), Gareth Cornford (GC) Kristina Yates (KY), Arthur Trehella (AT)

1. Apologies for absence

Steven Mountain (SM),

2. Minutes of previous meeting (accuracy) Agreed

3. Matters Arising

Transfer of Engagements between old/new CBS not as yet finalised as still waiting on Land Registry processes. Final invoice from Solicitor awaits.

Meeting with AiRS – Wednesday 2nd November 2022 at 3.15pm at Community Centre. RM to circulate relevant paperwork.

No update regarding 'Roundgate'; the Chair has now written twice requesting feedback on offer.

Chair has also written to Cllr Cooper requesting that Arun consider engaging with developers in Angmering in order to encourage them to work with ACLT in order for us to acquire some more affordable homes for local people on the new estates.

The Chair has also written to Strutt & Parker, who are Agents for the proposed development on the Rustington Golf Course, with a view to acquiring some affordable homes should that application be successful.

4. New Declarations (Pecuniary / Non-pecuniary Interest) None

5. Swallows Gate

Issues with the hinges on some patio doors are still being resolved but restrictors have been fitted to upstairs bedrooms although some new parts are still required. It seems the units were fitted by different companies which has led to some of the delay of the remedial works. Some costs may fall to ACLT.

Water leaks at Number 1 are not from the dishwasher as originally thought and are probably a plumbing leak. There is also a weather leak through the trickle vents where it is likely that the wrong vent has been fitted. There is also an issue with underfloor heating in Number 2 where a bedroom is not getting up to temperature. The suggestion is that items stored beneath the bed are suppressing the heat output. JW monitoring all issues as necessary.

Emergency call out procedure still outstanding; TC to progress with ExBG and Barkers.

Finances are healthy in respect of income / expenditure at SG with a cash surplus of about £600 being put aside for maintenance issues etc each month.

We are fortunate to be on a fixed interest rate for 5 years. However, finances will be sensitive when it comes to renewal and increases in rental rates may need to be scheduled in advance to avoid big increases at the last minute.

There is a need to ensure all grant money is properly accounted for in the accounts. AT to review allocation of funds to appropriate headings and make necessary changes.

6. Mayflower Way

TC & RM participated in a Team meeting with Gillian Taylor, Interim Housing Development Manager at Arun regarding the situation at Mayflower Way. We have outlined the funding issues to her and requested more support from Arun either directly or through the Community Housing Fund.

Security of MW site – A company called Safe Site has now been engaged to secure the site and the costs have been paid up front. The work is anticipated to take place in November.

Future build costs may actually reduce during the current financial climate as developments are stalled and companies try to avoid laying off staff. SM to maintain contact with our Agent.

TC is to meet with SDNPA to determine status of current grants and whether further support is possible.

7. Treasurer's Report

RM had circulated the full Management Report to all Trustees.

Annual Returns report to be submitted to FCA by KY. RM / GC to liaise with KY.

CHF grant 1 - £14k not currently utilised. A request to retain has not been approved. RM to liaise with SM in respect of outstanding invoices for services by our Agent.

CHF Grant 2 - £41k unspent: Commuted Sum - £146k unspent: SDNPA Grant - £104k not drawn down.

The arrangement for our accountants to provide Bookkeeping services at a cost of £200 per month will cease and AT will now take over this role. Q/Books has not proved ideal for the type of record keeping we need and there are queries over some of the 'debt' figures and how they have been allocated. AT will review the situation and liaise with Auditors / Bookkeepers to ensure our record keeping meets Auditors expectations.

8. Any Other Business

SM to contact Agent regarding early instructions given regarding MW.

TC to make arrangements for December meeting.

9. Date of Next Meeting

Wednesday 16th November 2022 @ 7.15pm