

## **Minutes of Nailsworth CLT Board meeting**

7pm Monday 14th December 2015. Nailsworth Town Hall.

**Present:** Keith Angus, Ian Crawley, Elizabeth Francis, Wendy Gerard, Steve Robinson, Ian Potts, Mike Levett, Jonathan Duckworth

### **Items**

#### **1. Apologies. None**

**2. Minutes of Board meeting held on 9th November 2015 agreed. Action: Jonathan** to place them on the website.

**3. Matters arising not on the agenda. Actions outstanding: Ian C to allocate meeting for Aster Homes allocations discussion; and finalise contact list.**

#### **4. Setting Up the CLT.**

**a) Bank account with Lloyds. Noted outstanding action for Ian C to open.**

**b) Contacts List. Noted outstanding action for Ian C to complete.**

**c) Board Positions. Jonathan agreed as NCLT Treasurer.**

**d) Financial Policies & Procedures.** Board agreed use of Excel, at this stage with limited number of financial transactions; no cheques would be used; wording changes to the draft particularly in respect of reserves; and that where necessary for the records, documents would be scanned.

**Action: Ian to finalise doc. with Jonathan.**

**e) Membership Numbers and Records.** Noted 203 members, but no email address for 43. Agreed: Board members to be allocated addresses to visit and seek addresses. **Action: Jonathan.**

**f) Membership Policy.** Agreed with changes and decision on no Business or Corporate membership category. **Action: Ian C to finalise.**

**g) Implications for the Company Rules.** Agreed to seek amendment to the Rules that Board members do not lose CLT membership as well if they resign from the Board; and that CLT members can miss more than two consecutive AGMs. **Action: Ian C** to bring to future Board meeting for formal decision to seek rule amendments.

#### **5. Progressing the Lawnside Scheme.**

**a) Legal. Action; Ian P** to arrange for the solicitor to take the Board through the final draft docs.

**b) Parking Report. Action: Ian C** to chase SDC for garage letting figures and then finalise the presentation with Keith.

**c) Design.** Noted the changes ( in Annex 1) to the draft final design made by gcp in response to Aster and GCC Highways comments, including increasing the off-street parking spaces from 15 to 17; and removing the shared pathway from Bunting Hill to the rear of the houses. **Board agreed wished to see Aster Review meetings comments sent to gcp; have no footway on the north side and larger footprint for the flats; with pedestrian raised platform at Lawnside/Fieldway junction as suggested by Highways, rather than half way down the road. Action: Ian C** to communicate to AH and gcp and seek daytime meeting early next week.

#### **6. Costs.**

**a) Scheme Costs.** Noted two applications to be made to Locality Community Building project Support

Fund, for studies costs up to march 31st and then referendum costs subsequently. **Action : Ian C** to make applications.

**b) Operational Costs.**

- Noted CLT not eligible for national Quaker Housing Trust grant as not a charity, but local Quakers would have the CLT as one of their community projects for donations in April 2015. **Action: Ian C** to provide Wendy with short statement on role and purpose of the CLT.

- Mid-counties Co-op Community Fund grants changed to up to £2000 for community organisations that have had a bank account for at least 12 months. Noted Wendy and Jonathan Co-op members.

**Action: Ian C** to progress application in 12 months time.

- Nailsworth Town Council. Noted decision on application for £1000 in 2016/17 expected in January.

**7. Other Sites.** Noted meetings to be arranged with owners of the sites previously discussed.

**Action: Ian C.**

**8. Any Other Business.**

**a) Continuing Involvement of former SG colleagues ?** Action: Ian C to invite CLT members to the Board meeting in March to be involved in planning for the referendum; and Jonathan to arrange that agendas and reports can be placed on the website by authors.

**b) Location of Board meetings.** Agreed to ask NTC that the Board can continue to use the Council Chamber and the Arkell CC when more appropriate with the hire charge s met by an increase in the NTC annual grant to the CLT. **Action: Jonathan.**

**9. Revised Schedule of Meetings**

4th January - Environmental Policy. Apologies: Jonathan.

8th February -Submission to Quakers to support April collection.

14th March - Planning for the referendum.

11th April

9th May - Discussion on Local Connections Policy and how it will be implemented by AH.

13th June - Planning for the AGM

11th July

8th August

**11th August - Referendum Day.**

12th September - AGM

10th October

14th November

12th December

Subsequently - appln. to Midcounties Co-op for £2000.

**Author: Ian Crawley/Secretary/17th December 2015.**

**Annex 1**

**Amendments made by gcp architects to produce draft final drawings for Lawnside.**

These have been amended to reflect feedback, principally highways and comments from the Aster review with their management team. This has led to the following changes:

- Flats have been made a little smaller and connected into a single terrace, this moves them more substantially away from adjacent property on Lawnside and reduces/removes the risk of having to retain the boundary and adjacent structures along with associated Party Wall issues. The result of this is that ground floor flats would have the rear garden areas as dedicated space.
- Flats 1-4 have been moved back by approx. 0.5m to create a little more space in front, creating a 2m wide pathway along the front of the dwellings – this provides a pedestrian connection from the north corner of Lawnside past the front of the flats and then crossing the road (on a raised/traffic calming connection) to the south footpath and connection to Dark Lane.
- The roadway shared surface area is omitted, carriageway width meets the 4.8m minimum and the footpath to the south side of Fieldways is increased to 2m wide – meeting some of the comments from highways.
- Parking arrangements have been revised to respond to changes above, additional spaces through double-stacked parking in parking court behind houses are added.
- Flat section has been amended, lifting the roof line to give a conventional eaves / remove the dormered windows and simplify detailing and costs. (moving flats away from Lawnside reduces sensitivity to heights)
- Materials have been simplified / removed. Aster have identified concerns over costs and maintenance for timber and render finish suggesting we simplify this to a reconstituted stone block (similar to properties on Bunting Hill). Potential approach to remove references to materials and make them a conditional item giving flexibility for selection during detail design stage.
- Bin stores to fronts of houses removed, side path to end removed, rear gardens reorganised and bin locations shown in rear gardens.

Ends

Signed Ian Potts Chair