

## **DRAFT**

### **Minutes of the NCLT Board meeting held on Monday 11th January 2021 via Zoom**

**Present:** Wendy Gerard, Steve Robinson, Keith Angus, Ian Crawley (Secretary), Kevin Hibbs (Chair) , Carl Ranscombe, Jonathan Duckworth, Liz Odell, Robert Burford, Elizabeth Francis.

#### **Items.**

**1. Apologies.** Ryan Astbury

**2. Declarations of Interest.** There were none. **Action: Secretary to circulate Form for members to complete if circumstances have changed.**

**3. Minutes of the previous Board meeting held on 14th December 2020 via Zoom.** Agreed with correction of the Gloucestershire choice based lettings system being termed Homeseeker Plus. **Action: Secretary** to amend and send Pdf version to Carl for publication on the website.

**4. Matters arising not on the Agenda.** There were none.

#### **5. Valley View.**

**5.1. Collapsed wall on adjacent property, below the car park.** Chair reported the trees had been removed 2012/13 so Aster considered the shrinkage of the tree roots had been the cause of the wall collapse.

**5.2. Tenant Questionnaire.** A repeat circulation, due to no responses to the first postal circulation, was hand delivered on 5th January.

**5.3. New tenancy at No.3.** **Action: Secretary** to check how long , if at all, the property had been empty.

#### **6. Potential Projects.**

**6.1. Mortimer Rooms with Library and Civic Centre.** Jonathan reported the Town Council would be holding the first meeting of a Working Party to guide the community engagement initiative before 22nd January and that the meeting would agree Terms of Reference and what other involvement there might be in the WP. It was noted that progressing this during the new restrictions would be difficult as within Tier 4, door to door leafleting was prohibited. Agreed that the CLT wished to be involved.

**6.2. SDC former garage site adjacent to number 62, Lawnside.** Keith was thanked for his further analysis and site plans focusing on what the site could accommodate. The SDC letter of 8th December was considered in detail. Agreed, the CLT was keen to progress this. The following actions were agreed:

a) Planning appraisal to be undertaken. **Action: Carl.**

b) Application to be made to GlosHub for £5000 grant to employ a specialist consultant to prepare a business case with a financial model. **Action: Secretary.**

c) Positive response to SDC letter to be drafted setting out the next steps CLT was taking to meet SDC's requirements, including seeking planning advice from SDC on what development would be acceptable. **Action: Secretary to Board.**

**7. Business Plan.** The Plan adopted in December 2015 was reviewed. The Board considered this still served the CLT well and that it just required updating in reference to Lawnside. **Action: Secretary.** A related discussion on whether the CLT should ever seek Registered Provider status concluded that a business case would be required, informed by the experience of other local CLTs who had acquired RP status.

**8. Membership Policy. The recommendations in the circulated paper were agreed as follows:**

a) That the current Membership Policy, adopted in December 2015, is expanded to include a non-voting 'Friends of' category. **Action: Secretary**

b) That a new leaflet promoting the CLT and providing a tear off membership form be produced.

**Action: Carl,** when the new logo has been agreed.

**9. Communications.**

**9.1. Website Hosting.** Carl confirmed the costs in the invoice from Kualo as being £107.78, covering hosting of the CLT's website for 2 years and the initial domain transfer (the CLT's web address) for the first year. This will need to be renewed in 12 months. This currently costs £5.99 per annum.

**9.2. Logo and Branding.** Agreed a CLT logo was required. **Action: Carl** to circulate proposal for comment.

**10. Finances.** No change noted. Jonathan noted the Lloyds Bank signatories were being changed consecutively as it was not possible to do them simultaneously on-line.

**11. AOB. There was none.**

**12. Next meeting:** Monday 8th February, via Zoom

Meeting Closed 8.30pm

**Outstanding Actions**

Secretary to review insurance arrangements for the Board.

Secretary to write up Tetbury Lane Project for the website.

**Author:** Ian Crawley/Secretary/13th January 2020.