

Minutes of the NCLT Board meeting held on Monday 7th June 2021 via Zoom

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

**Welcome to Kim Massey in his first meeting chairing the Board.
Thanks to Kevin Hibbs for acting as Chair in the interim.**

Items

1. Apologies. None.

2. Declarations of Interest. None.

3. Minutes of the Board Meeting held on 10th May via Zoom agreed. **Action: Secretary** to send pdf to Carl to be placed on the website.

4. Matters arising not on the Agenda. None.

5. SDC former garage site adjacent 62, Lawnside.

5.1. Planning

5.1.1. Pre-application planning submission. Carl confirmed the 30 minute virtual site meeting was scheduled for 9th June. **Action Carl and Keith, with Carl** to provide written report to the Board.

5.1.2. Site Survey. Keith confirmed the cost to employ Midlands Surveys Ltd would be £468 including VAT and that the work would include utilities and site levels. Agreed seek access confirmation from SDC, then Keith would commission the survey. Costs to be met from CLT reserves. **Actions: Secretary** to email Alison Fisk. On approval, **Keith** to commission survey.

5.1.3. CRTBO. Noted need to obtain SDC position on process and timetable and for the Board to consider an outline of the CRTBO submission. **Actions: Steve** to seek information from SDC. **Secretary** to draft outline.

5.2. Finance.

5.2.1. Mortgage Funding. **Action: Secretary** to seek mortgage offers from Triodos and Charity Banks and particularly % of the total project cost they would fund with interest rate and repayment period.

5.2.2. Other Sources. Noted project would not be eligible for the Community Housing Fund £4m revenue pot available from late June with full spend required by 31st March 2022 or for the Homes England 2021 to 2025 Affordable Homes programme. Gap funding would therefore rely on crowdfunding or a SDC grant .

5.2.3. Financial Appraisal. **Action: Secretary** to discuss further with Andy Lloyd the information he requires and the timetable for his work and include Carl.

5.3. Housing Needs. noted publication of recent resurvey by GRCC awaited and that latest figures were needed to inform the Business Case. **Action: Secretary** to check with GRCC.

5.4. Procurement.

5.4.1. Specification & Process. Noted need to set out the process and decisions in order in the context of the Board's requirements on Modern methods of Construction, Design Quality and Environmental Sustainability. **Actions: Steve** to establish what process SDC would expect as they may condition the disposal of the site in this respect. **Secretary with Carl, Keith and Kevin** to prepare report for the Board.

5.4.2. Professional advisors to be employed. Noted need for a Cost Consultant to assist in the procurement of a contractor and an Employers Agent to manage the contract for the build.

5.5. Letter to SDC to confirm principle and detail of the CLT's continuing interest in acquiring the site. Agreed final version. **Action: Secretary to email to Chair to send.**

6. Communications.

6.1. Website. Jonathan reported that he had undertaken extensive further work on the website

architecture to make it more accessible. Outstanding documents now needed to be added. Noted previously agreed to add pages for Projects , a Call for Land and Board Membership. **Action: Secretary** to provide copy.

6.2. Leaflet including the new membership form (latest draft 7th June by email) Agreed for publication in Nailsworth News and printing, say 500 copies. **Action: Carl to explore printing costs.**

6.3. Call for land or property. Draft circulated with the agenda. Agreed for publication in Nailsworth News and on the website. **Action: Secretary** to provide Carl with Word and pdf versions.

6.4. Frequently Asked Questions. Draft circulated with the agenda. Agreed for publication on the website. **Action: Secretary** to provide Carl with word and pdf versions.

7. Finance.

7.1. Funds. Liz reported there is £4118.35 in the bank.

8. Membership.

8.1. Tidying the membership List. Carl confirmed Steve had reviewed the names and confirmed two Friends had moved in to Nailsworth and 12 residents had left the area. **Actions: Carl** to amend list with those leaving the area to be reclassified as Friends. **Carl** to seek email contacts for all those on the list to enable effective communication.

8.2. Reconciliation with Paypal. Jonathan confirmed he had reviewed the Paypal account and that it contained three new names and £4.22 **Actions: Jonathan to close the account. Carl to check names and add if necessary to the membership list..**

8.3. Leaflet including the new membership form (latest draft 7th June by email) Agreed for publication in Nailsworth News and printing, say 500 copies. **Action: Carl to explore printing costs. .**

9. Any Other Business.

9.1. Denlys Yard, Old Bristol Road. Noted this remained a site of interest, which appears to be in use for vehicle storage.

9.2. Letter to Siobhan Baillie MP concerning the need to remove the requirement for urban CLTs to use the CRTBO route for development consent in order to remove leasehold enfranchisement.

Action: Secretary to provide final draft to Chair to send.

10. Next Meeting. 7pm Monday 9th August 2021

Location or Zoom to be confirmed nearer the date.

Meeting closed 8.45pm

Author: Ian Crawley/Secretary/16th June 2021.