

Trustee Board Meeting – Minutes – 23.05.22

Location: Zoom virtual format

Present:

Robin Swanson (RS)

Frank Danks (FD)

Paul Swanson (PS)

Tim Foddy (TF)

Lynne McCallum (LMC)

Susan Meister (SM)

Apologies:

Peter Johnson (PJ)

The meeting was opened at 1902 by the chair (RS) who welcomed all present and thanked everyone for their attendance.

Item 1.

The minutes of the previous Trustee Board meeting on 31.03.22 had been circulated to all trustees prior to this meeting for review. Those minutes were reviewed and accepted as a true record by all who attended. The minutes were signed accordingly.

The Secretary advised that the minutes contained an action to update the Trust Allocation Policy to prevent multiple applications from one household. The policy document had been updated and circulated to the board members for review. The board formally voted approval of the updated version (version 5 - May 2022) unanimously.

Item 2.

The Board has identified the need for a reliable water supply to enable maintenance of the landscaped areas and maintain the sustainability of the Village Pond water level and quality. Bellway were advised of the need early in the year but no response had been forthcoming by the 19th May when a Delivery Board meeting was convened. At the meeting (RS)

requested an update from the Bellway representatives on their response to the water need. The outcome was that Bellway would excavate, line the pond and fill with fresh water from a tanker but provide no other facility. They also stated that no provision would be made for long term irrigation for the landscaped areas. (FD) pointed out that any artificial water feature needed either filtration or regular water replacement to maintain a healthy ecological environment. It is hoped that further clarification will be available during the planned Open Spaces meeting planned for 27th May.

(PS) advised that the Herbal Walk would need watering on a regular basis and that larger plant infrastructure should be fine with normal rainfall. He agreed that the pond will require a water supply to maintain sustainability. (PJ) has advised that a borehole on the farm provided an irrigation supply and also maintained a water level in a well locally. This may be an option to provide a water supply and (FD) advised that the possible cost would be in the region of £12,000. A power supply could be provided from the CLT office and there may be the potential to utilise solar power.

(TF) had made contact with Anglian Water and discussed the issue. Funding may possibly be available and the Trust's commitment to water harvesting would be favourable as Anglian Water supports any measure that assists water independence in a drought situation.

The board confirmed that the provision of the pond remained an important feature of the development and that investigation into possible funding of a borehole provision should be pursued. It was agreed that Bellway should be pressurised to provide the water supply if at all possible but that the Trust would explore a funding source to finance the requirement in the event that no alternative source becomes available.

Item 3.

1. Financial Matters

- a. (FD) provided the board with the current financial status including the bank account and petty cash assets. Expenses during the current financial year were explained and an overview of the anticipated expense in the near future identified.
- b. (LMc) and (RS) presented the agreed proposed extra over costs for CLT Homes Specifications. The additional price is £205.29/m² per house which translates into the figure of £1691/m² for each unit. The funding provider has reviewed the updated figures and has agreed to fund with the additional cost. The board were advised that interest rates may increase over the next two years before the funds are drawn down. The Board voted to move forward with the current figures unanimously.

- c. (TF) volunteered to assume the KCLT Treasurer role. The Secretary committed to provide a comprehensive handover to the incoming Treasurer.

Action: (FD)

Item 4.

The status of the Registered Provider application was presented to the Board. A professional consultant has been engaged to provide support with the application and a meeting is scheduled in the near future to identify the current status and future requirements. A comprehensive report will be circulated to the board members after the meeting. It is anticipated that a heavy work load will be likely to provide the data for the formal application and additional trustees may be required to enable satisfactory input to the application. Delegation will be necessary.

(TF) indicated that he would be able to provide additional participation in the process.

Item 5

The deadline for completion of the Development and Sale Agreement with Bellway Holmes is currently the 15th June. A meeting is planned in early June for all parties involved to agree the outstanding issues.

Item 6.

The Reserved Matters Application for the development has been submitted to the local authority and was validated on the 5th May. The documentation is available on the ECDC Planning Portal.

(RS) has responded for KCLT and commented that the Trust has concerns on the inclusion of three storey apartment block as the original planning approval limited this to 2.5 storeys and the developer's plan to retain the hedge along Station and Dane Hill Roads which conflicts with the design code requirement to remove it.

(FD) has also responded with the same concerns and the Trustees were encouraged to view the Reserved Matters Application and comment if appropriate.

Item 7.

The attendees at the Delivery Board Meeting provided an overview of the meeting. (RS) raised the issues identified in Item 6 above. The Bellway representatives suggested that the issue of the 3 storey apartment blocks was an oversight and would be reviewed. The ECTC representative reminded the meeting that the replacement of the existing hedge and subsequent replacement was a key element in the integration of the development into the existing community and was a requirement of the Outline Planning Approval. Bellway stated that this also would be reviewed.

Item 8.

The Board discussed the Self-Build housing plans. A decision is necessary to determine the way forward. These plots were provided on an unrestricted basis to allow the sale proceeds to provide working capital for the Trust especially during the early stages of the development when cashflow income would be limited. The Trust's activity in the provision of a viable business associated with the rental stock and maintenance of the open spaces would rely on a capital reserve being available.

An alternative approach would be to offer the plots on an affordable basis in line with the rental and shared ownership values with a much lower emphasis on capital generation. (SM) has drafted a policy for review if this option is adopted.

Bellway have provided a suggested layout based on the land identified but the final layout is in the gift of the Trust. (LMc) provided five different options for the layout in addition to the likely sale income.

The subject of Self-Build housing will be a priority for the next Trustee Board meeting to determine a strategy.

Item 9.

(SM) presented to the board thoughts on how the developer may be approached to engage with the Trust and the community to demonstrate their Corporate Social Responsibility and also provide charitable funding. Detailed notes would be sent to the Trustees for review and consideration with further discussion at the next board meeting. It was considered a viable initiative which could be targeted at senior management within Bellway pointing out the business advantages likely through engagement and the positive publicity gained.

Action: (SM)

AOB.

1. The Secretary reminded the Board that the 2022 AGM was on the horizon and that decisions on the venue and timing were necessary. The Trustees agreed that a meeting, probably in the Village Hall during early September would be appropriate. The Secretary has requested large scale drawings of the development from Bellway to enable presentation to the members. The Secretary agreed to investigate possible dates, midweek in early September, and report back to the board.
2. The subject of revenue from Solar Panels was discussed. The potential options were itemized and this will be discussed in detail at a future Board meeting.

There being no further business, the meeting was closed at 2040

Frank Danks – KCLT Secretary.