

Annual General Meeting 2017-2018 Minutes (held 01/05/19)

Location: Kennett Village School

The meeting was opened at 1904 by the chairman who welcomed all 25 members present to the second KCLT Annual general meeting and thanked everyone for their attendance.

The meeting Agenda had been circulated to all members prior to the meeting.

The Secretary reviewed the aims and objectives of the Trust as follows: -

- KCLT – Community Benefit Society
- Registration Date – 4.11.16
- Registration Number – 7443
- Regulator – Financial Conduct Authority - Annuals returns mandatory.
- Member of the National Community Land Trust Network – Annual Fee - £150.00
- KCLT Rules based on the model rules of the NCLTN

Membership

Full Membership is available to: *Those that live, work, educate their children, own property or do business in the parish of Kennet*". Full voting rights apply.

Associate Membership is available to individuals and businesses not located in the parish of Kennett but who intend to re-locate or work in the parish of Kennett in the future. This type of membership carries *no voting rights*.

It is a condition of membership that all members act in the interests of the CLT and for the benefit of the community, as a guardian of the objectives of the Community Land Trust.

KCLT Aims:

- A non-profit charity working for the benefit of the local community
- Provisional of genuine affordable homes
- Encouraging local employment and services
- Promoting facilities such as community buildings play areas and renewable energy facilities.
- Encouraging allotments, orchards, woodlands and nature reserves.

Trustee Responsibilities / Functions:

The Trustee Board is the management arm of the Community Land Trust and manages activities on a day to day basis.

Composition of the Board – 5 Trustees, 3 Co-optees

Officers – Chairman, Secretary, Treasurer (vacant)

Current Activities

- Dane Hill Farm Development
- Developer is Palace Green Homes, a wholly owned subsidiary of ECDC
- KCLT interest in the development

Rental and Shared Ownership property - currently up to 60 units.

Stewardship/Funding of the estate management

Annual Report

The Chair presented the Annual Report:

- The board and a number of CLT members participated in 2 workshops to agree the design code for the development.
- The Trustees scrutinised the outline planning application during May 18 and provided a lot of input. Better set of documentation submitted as a result of our work. Submitted to ECDC early Jun 18.
- Jun 18. The Board took action on the new GDPR regulation, produced Data Protection Impact Assessment and informed membership how we would proceed.

During the latter part of 2018, the Board:

- Drafted and finalised the Allocations Policy for CLT houses
- Co-opted new Trustees in anticipation of increased work
- Engaged with ECDC & PGH over the Housing Mix for the development and a legal charter that we need with the developer (PGH).
- Engaged a consultant to assist us with legal issues (who has experience working with London CLT).
- Outline Planning Permission agreed by ECDC subject to confirmation by Secretary of State for Housing.

The Secretary presented the Financial Accounts in the absence of a Treasurer as follows:

The balance brought forward was £4071.00. Income totalled £1007.00 and expenditure £496.99 resulting in a balance in the bank of £4574.01 and £18.00 in petty cash. The total balance at the end of the period was £4592.01.

The Secretary advised that there was a legal requirement for the Trust, as a registered charity, to complete a return to The Financial Credit Authority. A section of the return calls for audited accounts to be included but it was possible to disapply this requirement as long as certain conditions applied. The Trust's financial status fell within the required parameters but a membership vote was required to disapply formal professional auditing for the financial period. It was proposed by Tim Fody to disapply formal auditing for the financial period, this was seconded by Geoff Greaves and confirmed by a unanimous vote.

Geoff Grieves had been co-opted onto the Board of Trustees earlier in the year. It was proposed by Tim Fody, seconded by Salli Ann Wilsher, that Geoff Grieves be elected to the Board of Trustees with full Trustee status. A vote for the proposal was unanimously carried. Two further co-optees serve on the Board.

The Chairman advised that vacancies for Trustees remained on the Board and requested application from the membership particularly from ladies, to give balance to the board, and any member with financial expertise.

An update on the status of Kennett Garden Village was presented by the Secretary. He advised that Outline Planning Permission had been approved by ECDC on 24th April. He gave an overview of the planning meeting including the speakers and the process.

This prompted a series of queries from one member as follows:

1. The member stated that she was confused that the planning application had been carried out as she was under the impression from social media that this was not going to happen. The Secretary responded by stating that the timing and venue for the OPP meeting had been in the public domain for several weeks prior to the 24th April and all neighbour responders had been advised in writing by the Planning Officer. Factual information on anything concerning the KCLT is always available from the Trustee Board members and this may have been a more reliable source of information than social media.
2. The member then asked why the community in general had not been involved in the KCLT vote to support the development. The Secretary responded by pointing out that voting on Trust matters is restricted by the Trust rules to full members (associate members are excluded) and voting by any other person is not allowed.
3. The member then asked why, when the Emerging Local Plan was abandoned by ECDC, another vote to confirm continued support was not initiated. The Secretary responded by stating that two formal Board meetings were held on 21.02.19 and 01.03.19 when representatives of ECDC provided a comprehensive briefing to all Trustees and the majority of Co-optees on the status of the Local Plan and the

impact of the planning application for the development given the lack of a 5 year land supply and the vulnerability of the whole District to uncontrolled development. This single item agenda meeting had been initiated "To clarify the position with the ECDC 2017 Emerging Local Plan and to take a Board position on KGV development which is due to go to outline planning at the end of March." It was decided by a majority vote that Trust would continue to support the Outline Planning Application for Kennett Garden Village to protect the village from speculative development and that the membership should be advised of the current situation by means of a formal update which would also **emphasise the advice to make contact with the Board if further clarification or reassurance was necessary on an individual basis. At the meeting, the Trustees committed to react to concerns raised by the membership and respond accordingly.**

A comprehensive briefing message to all members was forwarded by e mail on 06.03.19, hard copy was delivered to members with no electronic access. Between 06.03.19 and the OPP meeting on 24.04.19 (49days) the Trust received 7 individual member requests from 3 family groups for a confirmatory vote. This represented less than 5% of the membership and was considered insufficient to initiate a further vote. The member and one other stated that they had not received the briefing note.

The ECDC Planning Committee decision and all documentation were now with the Secretary of State for Housing who would decide whether the decision was valid or would be "called in" for review and final decision by central government.

There being no further business, the meeting was closed at 2006.

Frank Danks

KCLT SEcretary