

<b>Kennett Community Land Trust</b>
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**Trustee Board Meeting – Minutes – 17.09.20**

**Location: Zoom Virtual Meeting**

**Present:**

Robin Swanson	(RS)
Frank Danks	(FD)
Paul Swanson	(PS)
Tim Foddy	(TF)
Lynne McCallum	(LMc)
Geoff Greaves	(GG)
Peter Johnson	(PJ)
Justin Greaves	(JG)

The meeting was opened at 1904 by the chair (RS) who welcomed all present and thanked everyone for their attendance.

The minutes of the previous Trustee Board meeting on 2 Sep 20 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.

Items from previous minutes.

- Registered Provider: ECDC advised that no CLT's in the East Cambs area have applied for this due to the time scale involved in the process and other factors. A Trustee advised that there were CLT's in England who had Registered Provider status. Further information and research is necessary before taking this forward.
- PGH have indicated that updates are likely to be continued on a two weekly basis going forward.
- A meeting is planned with ECDC to discuss outstanding issues and concerns over future planning policy.

T.F provided an update on the Trust's Business Plan draft production.

## **Trustee Board Protocol**

The Chair opened this item with some important messages about KCLT's structure, aspirations and protocol.

He reminded the Board that KCLT is a Community Benefit Society (a not for profit charity) which is regulated by the FCA as opposed to the Charities Commission. As such it is guided by a set of rules which the original Trustees all had an opportunity to amend before they were issued in Nov 16. The Trustees who were able to attend the Trustee training in Feb this year, should have a better understanding of them than most. FD is a master of the detail and the collective guide on what we can and can't do and it is obviously his duty to inform us if we are straying from them. That said the rules can be flexibly interpreted and if we come across a rule which prevents us doing something that we really need to do, then we can, at a Board meeting, collectively decide to request a change which would mean raising it with our Regulator, the FCA, to explain the potential glitch and request an amendment.

The whole Board's aspiration is to be as large as we can be provided we can be sustainable. We are all committed to try and achieve the 60+4 CLT houses provided we honestly believe we can fill them. However LMc has been leading the EOI work stream in order to gain evidence to support that aspiration and we are making good progress on that. In fact if we totalled the EOIs received so far together with the ECDC and West Suffolk waiting list register for those wanting houses within our catchment area, we are probably very close to the 64 figure. The great news is that ECDC have indicated that we do not have to be fixed by this figure anyway and that we can adjust up or down nearer the time so our current survey only needs to be a good indication of interest. One thing we do need to establish is a Business Plan and a Financial Feasibility Analysis which will indicate whether 64 CLT houses is sustainable and whether there is a better optimum number to aim for to achieve that sustainability. JG has already made a good start on this.

On protocol, there is a need to retain enthusiasm across the whole CLT membership including the Trustees. We should be keen to encourage initiative and new ideas from everybody. However it's important not to make policy on the hoof by e-mail. Going forward let's make sure we fully research topics, including financing, and then ask the Secretary to add the topic to the agenda of the next Board meeting so that all the Trustees have an opportunity to state their view and then come to a consensus at the meeting which is properly minuted and followed up. The Chair will try to ensure that clear guidance is given to the Trustee introducing the topic based on the consensus reached.

The Chair opened the discussion to the Trustees and there was broad agreement about the principles previously outlined. There were a couple of diverging views about some historical communication exchanges and the Chair requested that the two Trustees concerned spoke independently to each other to resolve the matters. (Afternote: This has since been resolved)

**A.O.B**

JG provided an overview of his background and experience. He advised that he had carried out some initial work on a financial model he has been working on in conjunction with two r Trustees.

A further Board meeting is planned for early October to cover outstanding actions

There being no further business, the meeting was closed at 1958

Frank Danks – KCLT Secretary.