

<b>Kennett Community Land Trust</b>
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## **Trustee Board Meeting – Minutes – 07.10.20**

**Location:** Zoom Virtual Meeting

### **Present:**

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

The meeting was opened at 1900 by the chair (RS) who welcomed all present and thanked everyone for their attendance.

### Item 1 – Previous Minutes

The minutes of the previous Trustee Board meeting on 17.09.20 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 by the Secretary on behalf of the Chairman.

### Item 2 – New Membership Application

A new membership application had been received since the previous meeting, a Full Membership application. The application was reviewed and the applicant considered to be fully acceptable. The Secretary committed to advise the applicant of the Board decision and issue a Share Certificate.

### Item 3 – E of I Update

(LMc) provided an update on the progress of the Expression of Interest exercise currently underway. It was decided that a re-print of the Expression of Interest leaflet be authorised with sufficient numbers to provide coverage of Red Lodge (2650) and Kentford (800) with associated distribution by a new distribution source. The cost should remain within the budget already made available from Grant Funding.

(GG) has taken the lead on this action and at the time of writing has promptly arranged both the re-print and distribution. His efforts are appreciated.

#### Item 4 – ECDC Meeting 19 Oct 20

Virtual meeting is planned on 19.10.20 at 6.00 pm with Trustee Board members and representation from ECDC. The Chair (RS) reviewed the agenda which covered outstanding issues previously identified and progress updates from ECDC. (TF) emphasised the need to include discussion on the financial platform identified by the Trust and the issues arising from identified financial requirements for the Trust's commitments within the KGV development.

#### Item 7 – Business Plan Update

This item was taken early to allow (TF) to leave the meeting. (TF) and (JG) presented a financial update on the projected costs associated with property purchase within KGV. A spreadsheet detailing projected costs and options had been circulated in advance of the meeting. This was explained which initiated dialogue on the various options and likely returns. This is work in progress and rework is ongoing as more information is forthcoming. The Chair (RS) encouraged Trustees to review the information and provide response to the focal point Trustees to maintain progress on this issue within 7 days.

The Trust has recently received a Strategic Options Report from East Cambs Community Housing. It had been anticipated that a draft Business Plan would have been received as previously requested but this has not been forthcoming. The Strategic Options Report seems to be a generic document with little bespoke input for KCLT but does have some value. It was decided to review the content over several Board meetings to confirm the Trust's position on a number of issues. It was decided that the Trust's Business Plan would be initiated in house utilising a template provided by the NCLTN. Two present, (TF) and (JG) committed to take this task on in conjunction with their input into the financial modelling. (TF) committed to contact the Strategic Options Report author to redefine the content and update the content to reflect the KCLT position and options.

#### Item 5 – Financial Update

The Secretary advised the current position on the bank account balance and the forthcoming expenses anticipated to cover Expression of Interest printing and distribution as well as professional fees for ECT support.

#### Item 6 – KCLT Policies and Procedures

The Secretary (FD) proposed that the Board identify Trust policies and procedures which currently have not been yet been initiated and which as a Trust should have available in documented format to ensure compliance across numerous disciplines. This will become important as the Trust moves forward and will enhance our position from a business aspect as well as aiding both the Business Plan and future application for Financial input from market sources. Trustees were requested to forward input to the Secretary who committed

to collate a list of requirements which would then be actioned in house to provide a Policy and Procedure Data base.

#### Item 8 – Sunnica Solar Farm

The Chair (RS) led discussion on the potential impact of the Sunnica Solar Farm on KGV and KCLT. Each Trustee was requested to state their individual view of the situation and the conclusion was that KCLT could identify no reason to object to the Sunnica development in principle. There was however some concern that construction traffic could pose a problem along Dane Hill Road. This was an area that would be raised with ECDC as an agenda item for the planned meeting on 19.10.20.

#### Item 9 - AOB

There being no further business, the meeting was closed at 2015.

Frank Danks – KCLT Secretary.