Spaxton Community Land Trust

Board meeting held on 24 November 2021

MINUTES

Attendees:

Michael Hodson (MH) Chair, Dave Hartley(DH) treasurer, Vernon Hughes(VH), Paul Richold(PR), Josh Schwieso (JS), Judith Nealon (JN) Barbara Down (BD),

Jan Hodson - Minute taker

Item	Topic	Action
1.	**Apologies** Christopher Morton-Thomas	
2.	**Previous Minutes** The minutes for the last meeting held on 20th October 2021 were accepted without comment and signed off by MH	
3.	**Matters Arising** No matters arising	
4.	**Chairman's Report** At this point MH brought forward agenda item 7 to explain the presence of Jan Hodson. The post of secretary will now be split between VH and DH with JH, as a non-board member, taking the minutes. VH will have supervision of the membership and documentation and DH will be the named contact for correspondence and email (spaxtonclt@gmai.com). MH has had meetings with Steve Watson and things are progressing to the stage where working groups will need to be set up.	
5.	**Potential co-optee to board** It was suggested that the board co-opt a new board member from the Fork Fours end of the village. Alex Burdett has agreed and was proposed and seconded. Tony Donnelly (an ex town planner) was also proposed and seconded. Following the public meeting and a letter which was sent to all members. The response has been positive and appreciative.	
6.	**Treasure's Report** The account currently stands at £1360.69 plus £48 held in cash. No changes have occurred since the last meeting. Esther Carter at SDC has confirmed that there has been a delay in a decision to approve grant funds over and above the £30K already approved due to staff illness and shortages. There will be an SDC meeting on November 29th to progress this. With the resignation of Simon Haswell from the Board, there are now only 3 Board members with account signing authorisation. The board agreed that 3 signatories were sufficient.	
7.	**See item 4**	
8.	**Confirmation of HoT for HAs** Following a letter from Hastoe containing some questions and proposals, it was agreed that we keep to the original HoTs as prepared by Steve Watson which leave room for future negotiations if necessary.	
9.	**Review HA evaluation form** It was agreed that the HAs should prepare a presentation based on the questions in the evaluation form. Para C – delete 'two sets of' Para G – change timescale to complete 2024. What oversight will there be of management system. What involvement will the SCLT have such as the waiting lists of tenants	

	Para H – It was agreed that the architect should oversee the whole build until completion and should quote for this. HAs should lay out their mechanisms for making changes during the build. The costings of the plots were discussed. Next steps MH will put together the proposed amendments to the questions and put them to the board and Steve Watson for approval before they are given to the HAs	**MH**
10.	**Expression of Interest** Aster is the only HA to have sent a comprehensive letter expressing interest. It was suggested some members of the board visit some of their other sites.	
11	**Potential grant income and costings** Steve Watson has presented his costing spread sheet. The first phase is within budget and the second phase is within the promised second grant. The board agreed to go with the Steve's recommendations as he has the experience. All companies recommend have CLT experience. DH proposed that we go for the full grant to cover contingencies. These figures/ estimate will be sent to Esther Carter as the basis of our grant approval. MH will approve the figures with Steve Watson.	
12	**AOB** **working focus group** VH proposed forming a focus group in the future to liaise with Middlemarch and HA etc **Website –** it was confirmed that the minutes need to be in the right format for the website. BD will look into future press coverage. She also confirmed the contact email address on the website.	
	Next meeting TBA (1st or 2nd week in January 2022)	