

**Colyton and Colyford Community Land Trust**

**Inaugral Board Meeting**

**Thursday 19 July 2018 at 4.00pm**

Mark Mann; Paul Lowe (East Devon District Council); Colin Pady; Phil Johnson;  
Charles Hill; Jay Lambe (WCLTP); Alison Ward (WCLTP); Jan Brand; Barrie Hedges

Apologies: Brian Norris; Sue Southwell (Devon Communities Together); Paul Arnott

**1. Welcome and Apologies**

**2. Notes of the last Steering group meeting – 6th June 2018:** accuracy and matters arising not on the agenda

Agreed

**3. Governance**

- Appointment of the first board

The current steering group members – Mark Mann; Phil Johnson; Barrie Hedges; Jan Brand; Charles Hill; Colin Pady; Paul Arnott were proposed as the founding board of the CLT.

- A logo for Colyton and Colyford CLT

Barrie presented some designs that a local graphic designer had put together. Colin presented a sketch of the parish boundary. Charles noted that Colyford would need to feel included. It was agreed to defer the decision to the next meeting.

- Public Launch Meeting

There was a review of slides:

- Slide 1 – adapt to include up to date list of board members following the appointment of the Board.
- Slide 2 – Public presentation March 2018; first met April 2018; incorporation June 2018;
- Slide 3 (What is a Community Land Trust) Remove ‘to develop and manage homes’;
- Big picture slide change to ‘over 200’ community land trusts,
- Corry Valley CLT slide, Alison to find out when Dalwood homes were completed. Ask Shelagh to visit at some point.
- Final slides - discussion over how much to discuss the Ceramtec site, agreement to not focus on the Ceramtec site, gives opportunity for other sites to be brought forward and ideas to be generated and avoids the CLT being a hostage to fortune. Can discuss Ceramtec site as part of Q&A.
- Who will the houses be for. Remove detail on typical criteria. Encourage people to register now on Devon Home Choice.
- Remove slide on how model works (too detailed)
- Add thank you to Reece Strawbridge Centre for room hire.

It was agreed to have coffee, tea and cold drinks available – Mark agreed to arrange this.

- Membership application form

Membership application forms have been printed. Able to take £1 memberships in cash

- Bank account

A bank account has been opened in principle with Lloyds. Hopefully most transactions can be online. A financial mandate can be created with 3 needing authorisation to sign, but for bank account can be 2 signatories. Another policy could be to have a £100 limit for transactions. Alison to send template financial policy which can be adapted. Phil passed pens, the £70 float, and some cards with his contact details to Jan.

**Action: Alison**

Now the CLT has a bank account an application can be made to EDDC for revenue funding.

#### **4. Housing Project**

- Update

Paul Lowe updated on Council officer meeting with Homes England on 9<sup>th</sup> July. Paul unable to share detail of discussions but noted he had suggested to Homes England that something be included in Section 106 Planning Agreement regarding the CLT.

Following ongoing discussions, a meeting with Homes England has been secured and Jay and Charles have arranged to meet with Sam Gammon and Matt Dodd 12.00 – 1.30pm on 22 August, at the Sunday School building. Jay will draft agenda.

This is a positive step and an opportunity to promote the CLT as a competent body particularly as WCLTP has another similar Homes England project in a position where Homes England have agreed to include the CLT offer in the tender documentation for developers. Those developers choosing to work with the CLT will be able to work with the CLT to access grants to offset some of the development costs. The recent announcement of the Community Housing Fund second tranche of funding of £1.63 and release of the bidding prospectus, could also be beneficial to the CLT as again only community initiatives can access these funds.

Charles mentioned the IPPR report on rural affordable housing which advocated that pressure be put on organisations to deliver affordable homes in rural area. It was felt that the priority of HE was to build more homes regardless of tenure.

#### **5. Funding**

An application for start-up funding to EDDC via Wessex Community Assets can be made now. Expenses are: a domain has been registered, and printing. A request to be made via Colin for start-up funds gifted by Parish Council to be transferred to the CLT bank account.

**Action: Colin**

#### **6. Communications with the wider community**

There is a good strong level of interest – 80 followers on facebook . Initial post viewed by 2000 people. Jan has distributed posters. It was agreed that posters to be

removed after the event. Barrie has sourced an affordable website designer to set up the website, based on WordPress.

### **7. Any other business**

Alison agreed to write to wider steering group to say thank you and email address will be removed now from distribution list now that the Board has been appointed.

**Action: Alison**

There was a question about timeframes – first phase could be 2-3 years. Homes England want to submit an outline application by the end of July. It is likely this may slip into the first weeks of August. Thereafter the planning process will take its course with a likely date for a decision being end of November. If consent is granted the S106 agreement will need to be agreed and tender documentation drafted. Unlikely therefore to get to market until March 2019. Allowing for the tender and legal process a start on site may take place before the end of the year with construction starting the following year. Homes England have a lot of work to complete with site studies, clearance works and ecology timeframes.

Colin raised the issue of recreation land and whether it can be included in part of the discussions with Homes England. Jay has mentioned it already to Homes England, and notes that the CLT would need to be mindful of costs of ongoing maintenance and repair and how these might be managed; not perceived to be a problem for HE.

### **Next Meeting**

Thursday 13 September at 4.00pm  
Venue TBC.