

COLYTON AND COLYFORD COMMUNITY LAND TRUST LTD

Minutes of the Board Meeting held on Zoom on Wednesday 7th October 2020 at 3PM

THOSE PRESENT

Charles Hill (Chairman), Jay Lambe (WCLTP), Melissa Wall (EDDC), Barrie Hedges, Howard West, Phil Johnson, Paul Arnott (Part Time).

1 WELCOME

The Chairman welcomed everyone to the Meeting, and reported that **Paul Arnott** has asked to relinquish his duties as Secretary, due to his election as Leader of EDDC. Mr Arnott will continue as a Board Member. The appointment of a new Secretary will be discussed on Item 9 of this Agenda.

2 APOLOGIES

There were no Apologies for Absence

3 APPROVAL OF PREVIOUS MINUTES

The Minutes of the Meeting held on 5th March 2020 were approved. Proposed by Howard West, and seconded by Barrie Hedges. It was agreed that these Minutes will be annotated with APPROVED, diagonally across the Minutes, this will continue whilst Zoom Meetings are necessary.

4 DECLARATIONS OF INTEREST

Barrie Hedges re-confirmed a non-pecuniary interest in one site, as previously advised.

5 MATTERS ARISING FROM THE MINUTES

a) Code of Conduct

Agreements are all now in place.

b) Allocations Policy

Certain amendments were agreed regarding this Policy, and are detailed in the copy attached to these Minutes. Some changes are still to be agreed in the Definitions Section of the document. **Jay Lambe** to provide a template to assist with these changes.

c) Feasibility Study Progress

Jay Lambe reported that Quotations are being sought for the Visual Impact Assessment, and Ecology Surveys, and some Quotations have now been received, but not all. The **Chairman** will submit an Application for funding from EDDC, when all Quotations are received.

d) Membership of the National Community Land Trust Network

Phil Johnson (Treasurer) confirmed that the CCCLT is now a fully paid up Member until the end of 2021.

6 CORRESPONDENCE

a) Recent emails.

The Chairman reported that the recent incoming correspondence has been to ask what the CCCLT propose to do with the sites being considered.

b) Resignations

Resignations had been received from Colin Stratford and Elaine Stratford. The Board thanked both Colin and Elaine for their help and participation during their Membership of the Board. They continue to be members (shareholders) of the Trust

7 APPROVAL OF THE ACCOUNTS TO 30TH JUNE 2020

Phil Johnson, (Treasurer) reported that there is currently a balance of £2000 in the Bank Account, but Invoices in respect of the Ecological & Arboriculture surveys will need to be paid in due course. The accounts to 30th June 2020 were proposed by Phil Johnson, seconded by Howard West and approved by the board. John Mills is to be asked to inspect the accounts until the turnover becomes such that more detailed independent examination is required.

8 POTENTIAL SITES

The Site Project Team gave a brief Report on the actions and progress made to date, and possible opportunities for the future.

9 NEW BOARD MEMBERS

After the 2 recent resignations, Howard West recommended that **Ian Priestley** be invited to become a co-opted member of the Board, this was agreed by all. Proposed by Charles Hill, seconded by Howard West

Howard West agreed to take over the role of Secretary of the Trust, to replace Paul Arnott. And the registered address of the Trust will now be Letaba, 02 Sellers Close, Colyford, EX24 6PB

Proposed by Charles Hill, seconded by Barrie Hedges, unanimously approved.

10 DATE OF NEXT BOARD MEETING

The next Meeting will be held on Wednesday 18th November at 3pm via Zoom.

The Meeting closed at 1650 hours.

Signed

Charles Hill
Chairman

Minutes: Howard West