

SEAVINGTON COMMUNITY LAND TRUST LIMITED

Minutes of 2nd Board Meeting held at Court Farm

Tuesday 24th October 2017 at 2pm

0009/17 ATTENDANCE AND APOLOGIES

Present

Nick Loxton (NL) Chair

Moirá Ensor (ME)

Pauline Parsons (PP)

Peter Ash (PA)

Ken Dewsbury (KD)

Elaine Edwards (EE)

Karen Ogden (KO)

Apologies

Laura Gowers (LG)

Robert Wood (RW)

0010/17 APPROVAL OF MINUTES - LAST MEETING 26/4/2017

1 amend (0004/17) Signatories amended on final version to change Robert Wood to Karen Ogden.

Revised minutes agreed by board.

ACTIONS FROM PREVIOUS MINUTES

0011/17 Deed Of Covenant wording clarified and agreed and confirmed by developer. Completed
(0002/17) (NL&ME)

0012/17 Instructions to access CLT e-mail forwarded to all board members. Completed (PP)
(0002/17)

0013/17 Invoice for printing of the paperwork for the Special General Meeting held on Thursday 30th
(0004/17) March 2017 still hasn't been received. C/Fwd

0014/17 Bank Account now operational. Completed (KO&ME)
(0004/17) Nat West have paid compensation for the delays etc. Funds deposited in CLT Account.

0015/17 Review of The Benefit Society's Rules. Rules distributed but not yet discussed by the
(0006/17) Board. C/Fwd
ACTION ALL: Please review and circulate any comments / changes to the board ready for review at the next meeting Tuesday 13th November 2017.

- 0016/17
(0007/17) Share certificates all hand delivered. Cost of paper for printing certificates and envelopes covered by donation from The Seavingtons' News. Completed (KO)
Register of shareholders filed in registered office
- 0017/17 BUILDING PROGRESS
- Groundworks completed for all properties except plots 1,2,3 & 4. These have not yet been started as access to the site is required.
- Flood Prevention scheme is underway
- Confirmed the road will be named Falcon Close.
- Development running to schedule. 'Showhome' expected to be available to view around Christmas/early January.
- 0018/17 Acorn Developments have confirmed that plots 2,3 & 4 will be the houses owned by the CLT. This was previously plots 1,2 & 3. Plot 4 will now have a garage, instead of the parking space previously allocated .
Application
- We need to draw up an application form for interested parties to register an interest in renting one of the CLT properties. The criteria will be published on the Seavington/CLT website listing and added to the next news article in the Seavington News. Initially, this will cover the criteria of requiring a 'Seavington' connection Invitation will be to send an e-mail to CLT to register an interest.
- ACTION: ME(document & website) & PA (Seavingtons' News)
- 0019/17 Further Purchase
- CLT to review the possible potential of purchasing plot 1.
- ACTION: Verbal approach to be made to Acorn Developments (ME)
- There are various funding options that can be explored further, should the approach have a positive outcome
- 0020/17 ELECTION OF OFFICERS
- Laura Gowers has offered her resignation as CLT Secretary. KO will continue as Secretary and a further Secretary will be appointed at a future date, if required. LG will continue as an appointed member of the CLT Board.
- 0021/17 As LG is an appointed a signatory on the Bank Account, the mandate will need to be amended. PA has offered to replace LG and the committee agreed.
- ACTION: KO to progress paperwork

0022/17 CLT headed notepaper to be amended with the Secretary change as above.

ACTION: KO to forward updated copies to CLT e-mail account

ACTION: Anyone holding paper or system copies to amend (ALL)

0023/17 FCA Return

FCA (Financial Conduct Authority) annual return (AR30) for the period 4 August 2016 to 31 March 2017 is due to be filed with the FCA by 31 October 2017. ME has commenced the report.

ACTION: Report to be completed and posted to the FCA by the due date. (KO)

Meeting concluded at 16.45

NEXT MEETING: Monday 13th November 2017 at 2pm at Court Farm