

SEAVINGTON COMMUNITY LAND TRUST LIMITED

Minutes of 7th Board Meeting held at Court Farm

Tuesday 6th March 2018 at 2pm

ATTENDANCE AND APOLOGIES

Present

Nick Loxton (NL) Chair

Moirira Ensor (ME)

Pauline Parsons (PP)

Ken Dewsbury (KD)

Elaine Edwards (EE)

Karen Ogden (KO)

Peter Ash (PA)

Apologies

Laura Gowers (LG)

Robert Wood (RW)

0073/18

Welcome and Apologies

APPROVAL OF MINUTES - LAST MEETING 6/2/2018

0074/18

Amends to 0064/18, 0070/18 and 0071/18 made and agreed by The Board at the meeting. Minutes agreed by Board.

ITEMS CARRIED FORWARD FROM 6/2/2018

0075/18

Action 0067/18 completed

0076/18

Further information of Tenancy and Letting Agreements

(0065/17)

ME contacted four local Lettings Agents. Face to face meeting arranged with Stoneleigh Lettings attended by NL & ME to discuss full management of lettings when building work completed - estimated mid June.

The initial report provided by Stoneleigh Lettings is extremely favourable both in terms of Services provided and pricing. This was presented to The Board and by unanimous vote, agreement was given to progress Stoneleigh Lettings as the CLT Agent.

0077/18

ACTION:NL to distribute initial report to The Board

0078/18

ACTION:KO contact Stoneleigh Lettings to provide the formal Agency Agreement

- 0079/18
(0068/18) Standing Down Of Directors
- Reminder to be sent to PP, LG & RW to progress their individual pro-forma for re-election by 13th March if required.
- 0080/18 ACTION KO : E-mail to be sent to the above by way of reminder
- 0081/18
(0071/18) PROGRESS WITH BUILD
- Timber framework now being erected on final pair of houses. Rendering and external work completed on all houses except 1,2,3,& 4 . Progress continues with estimated completion date mid-June
- PP has contacted SSDC planners regarding Refuse Collection - automated e-mail response received to date.
C/FWD TO NEXT MEETING
- Query raised re: responsibility of Storm Water and Sewage
- 0082/18 ACTION PP: to clarify with District Council via PC (Parish Council)
- NOTIFICATION OF INTEREST
- 0083/18 No further applications. Total remains 4.
- 0084/18 AMENDMENTS TO AGM
- Suggestions to include:
- ask for suggestions from attendees for dispersal of CLT income
 - widening the area for potential tenants if insufficient takers from The Seavingtons', by contacting local Parishes (in accordance with the CLT Deed)
 - Members Resolutions and forms from prospective Board members - none received to date. Closing date 14 days before AGM - 13th March. See action 0080/18.
- AOB
- KO requested that a brief financial statement is added to the Agenda. Agreed
- KO mentioned that at the last meeting we touched upon the fact the Personal Indemnity Insurance may be required for The Board Directors. Clause 25.1 of FCA Rules confirms this.
- 0085/18 ACTION ME: to make enquiries

Meeting concluded at 15.45

NEXT MEETINGS: Tuesday 27th March 2018 post AGM (time permitting) at Millenium Hall

Tuesday 1st May at 2pm at Buckrells