

SEAVINGTON COMMUNITY LAND TRUST LIMITED

Minutes of 29th Board Meeting at 15.00 held at Café

Wednesday 4th November 2020

ATTENDANCE AND APOLOGIES

Present

Peter Ash (PA)
Moira Ensor (ME)
Karen Ogden (KO)
Pauline Parsons (PP)
John Schofield (JS)
Ken Dewsbury (KD)

Apologies

None

0404/20 **Welcome, no apologies**

0405/20 **APPROVAL OF MINUTES - LAST MEETING 14th October 2020**

Minutes agreed by Board.

0406/20 **ACTIONS FROM LAST MEETING / ITEMS CARRIED FORWARD**

Actions Completed: Action 0333/20 Bank Mandate amended; Action 0394/20 Accounts now on CLT website. Action 0398/20 Tenant & Letting advised of 'no pets' policy; Action 0399/20 & 0400/20 Minor repairs to no.6 completed and details of prospective tenants passed to Stoneleigh

AGM 2020:Action 0336/20 C/Fwd to 2021

Action 0397/20 Covered under Agenda item for Acorn below

FINANCIAL

0407/20 Bank and Rental statements are not yet available. Financial statement to follow for The Board when available.

0408/20 **ACTION:ME**

ACORN

(0397/20) This refers to the broken cable supplying electricity to the garage for no. 8. PA has written to Acorn. This has resulted in them increasing their offer to £1K. The Board voted to accept

this. Awaiting payment.

0409/20 **ACTION: Monitor receipt of funds**

The Board agreed to acquiring a solar panel to provide lighting to the garage.

0410/20 **ACTION: JS to progress**

0411/20 **TENANTS**

Stoneleigh have now completed their enquiries in prospective tenants. A formal offer was made and accepted. The deposit has been paid and the new tenants will move in 25th November.

0412/20 **REVIEW OF LETTINGS PROCESS**

The Board discussed and reviewed the various tasks that were undertaken to progress the latest vacancy. KO put forward a revised ROI application which was agreed to replace the current version. This will be filed in the CLT email in the documents folder. The shop versions and that on the website will need to be replaced.

It was agreed that the addition of a notification on the Shepton F/B page worked well and we could use this again together with adverts in the S/News, Shop noticeboard, website, Village noticeboards. It was agreed to keep adverts local to Seavington and immediate parishes initially, but if this not produce any applicants then usage of other Facebook pages (eg Ilminster, South Petherton) could be considered as there is no cost for these.

It was also agreed that going forward, The Board would only select one applicant at a time to be forwarded for vetting by Stoneleigh to save costs and letters to unsuccessful applicants would not be sent until a new tenant was confirmed.

0413/20 **ACTION KO: put together 'a pack' that can be used as an aide memoir in the future.**

0414/20 **GRANT APPLICATIONS / GRANTS SUB COMMITTEE**

A total of six applications were received by the closing date of 31st October. The total amount requested was £15930 which exceeded the funds available. All were from village entities.

The Grants Sub Committee met on Monday 2nd November to discuss and review the Applications and their recommendations were passed to The Board for final agreement. Three applications were unanimously agreed by the sub committee and a fourth by a 5:1 majority. The Board agreed funding for all 4, the voting broadly replicating that of the sub committee . These 4 applications have utilised the full amount of funds.

One application was not progressed and the final one was passed to The Board with a view to agreeing a small donation (not a Grant). The Board discussed this at length. Voting was split, but carried forward on The Chairmans vote and agreed.

0415/20 **ACTION:PA/PP** Prepare and send letters advising applicants of the result of their respective applications

It was agreed that all relevant documents (applications, scoring, letters etc) would be forwarded to the CLT e-mail for secure storage and audit trail and records

0416/20 **ACTION: PP** to forward copies of letters & **PA** to request sub committee documents

0417/20 **ACTION: JS** prepare an article for the S/News to announce the good news

0418/20 **AOB**

KD asked for an update on the Falcon Close frontage. **PP** advised this was being progressed by the Parish Council as it sits under their remit rather than CLT.

Meeting concluded at 17.00

NEXT MEETING – Wednesday 20th January 2021, venue Café

DRAFT