

**Minutes of Arundel CLT Board of Directors Meeting held
Thursday 27 August 2020 by video-conference**

Present: Tom Basham (part); Pete Crowe; Wendy Eve (Deputy Chair), Darrell Gale (Chair); Hilary Knight (Secretary); Graham Lane (Deputy Treasurer); Martyn Pettifer; Marc Rankin; James Stewart (Treasurer); Paul Summers; Tom Warder (Action in rural Sussex).

1. **Apologies** – Deborah O'Reilly (away). James Stewart.
2. **Minutes of meeting held 30 July 2020 APPROVED** as correct record subject to correction of two typos.
3. **Matters arising not elsewhere on agenda** – updated checklist attached

4. Insurance

GL explained we can pay for enhanced subscription with National CLT Network: the basic we currently paid is £150pa. We can get Directors and Officers' Liability for an additional £60pa and Professional Indemnity (PI) for £200pa extra. GL had got alternative quote that shows NCLT to be best value. The other quote, which is like-for-like in terms of scale or activities, was £381.

There was discussion about what insurance is required for our current and planned activities (no debt funds; partnership with Aster de-risks Ford Road project). It was agreed we do not need PI but we might want to consider Directors' and Officers' Liability.

TW offered to check and it was AGREED to revisit at the next meeting.

5. Report back and matters arising from board discussion on biodiversity and other green issues

All board members apart from PC had joined the discussion about the biodiversity paper, along with Polly Eason from AiRS. It had been a wide-ranging and useful discussion. It had been decided DO'R, TB and JS would prepare a statement for the website

6. Ford Road project

Public consultation to 3 September: underway. The 2 day Exhibition in the Town Hall had not been that well attended. Probably the need to book an appointment deterred people compared to walk-in sessions such as the one for the Gas Works site. The materials were good and it was useful to have the

opportunity to ask questions of the Savills team who were there. Agreed that HK would send a reminder to all members to respond before cut off date.

Forthcoming meeting with Norfolk Estate/Savills: this is to introduce Aster to Savills and Earl Henry. The CLT will be represented by DG, WE, HK and JS which provides continuity with previous meetings. TW will also be there. The intended outcome is to agree draft Heads of Terms so discussions on scheme specific issues can proceed. Aster still need to make a financial offer acceptable to the Norfolk Estate and we need to ensure that, when the NE hand the scheme over to a Developer, Aster are accepted as the Registered Provider for the development and the 20 CLT social rent units remain in perpetuity with a Local Lettings Policy.

Wider site: WE reported that at a meeting of the Town Council Planning Advisory Committee about the public consultation JS had raised the issue of the CLT and TC's role in relation to the non residential elements of the development. We want to avoid 'Left Over After Planning' (LOAP) situation: rather, we want the complete site to be designed for community purpose, with informal and formal open space and biodiversity designed-in. The wider site also includes larger allotments (currently managed by Angmering Estate) and proposed Play area with equipment. There are many potential partners and many issues that need to be brought together into a coherent and positive proposals. The NE may be able to help estimate the costs of on-going maintenance.

Local Lettings Policy: the sub group had met and looked at Arun DC's Allocations Policy and a sample provided by Aster from Chagford which is a good model for us. AiRS are in discussions with Arun DC about Local Lettings Policies and Aldingbourne, Barnham and Eastergate CLT are ahead of us in the queue to get a policy agreed.

TW reported that a recent meeting had been very encouraging and ADC have reaffirmed their commitment to community led housing. ADC are aware of our desire to have a LLP within the Section 106 Agreement and the Head of Planning has agreed in principle to this. There are important details about how to get ADC's Housing Register to work for the Arundel situation – we know from our Housing Needs Survey that there are households we think should be eligible for the affordable housing who will not be in Arun's Bands A-C and therefore the issue of ADC's role in administering applicants on a separate list needs to be worked through. AiRS are doing work on financial criteria (benchmarks for income and savings) to provide reassurance as to how local connection can be linked to affordability in our housing market, perhaps using a formula linked to the Local Housing Allowance

Our sub-group will start drafting a Local Lettings Policy using Chagford as a best practice example. PS reported that he and HK had met Carol Jones to follow up the circumstances she had described at the February SGM and recently written to the CLT about. She accepts that the CLT will not be able to help her personally but it was very useful to understand the various factors that lead to local people moving to cheaper areas when their first choice is to stay local. HK and PS will be meeting another CLT member to get further understanding of specific cases of people with local connections who may not be able to afford to remain in Arundel.

7. CLT Plan

PC talked through the Word document and separate gantt chart. These are early drafts. DG, TB, MP and WE all said they thought a plan along these lines would be very useful. TW said he had another example he would provide.

It was AGREED to accept the plan documents in principle, recognising they would need to go through different iterations and the still evolving detail will need further discussion at the next meeting.

PC requested owners for each of the sub groups referred to in the plan.

(TB apologised and left the meeting).

8. New member applications

The following applications were APPROVED

Cora		Gillies	5	17 Orchard Place	BN18 9BP
David	Thomas	Shilston	10	7 Mount Pleasant	BN18 9BD
Michele		Kimche	1	Garden House, 11 Maltravers St	BN18 9AP
Sandra	M H	Saer	10	14 Caen Stone Court, Queen St	BN18 9FE
Karin	Bernadette	Moorhouse	1	1 School Lane,	BN18 9DR
Nigel		Starup	2	85 Maltravers St	BN18 9DJ

£1 for shares had received from Christian Doyle, Terry?, Veronica Whitehall but they had not followed up with application forms. Another £2 was collected at the Farmers' Market from people who said they would return forms but have not yet done so.

9. Correspondence

- Town Clerk – notification of John Bradley as our lead councillor - NOTED
- Carol Jones – allocations for local people – NOTED (see also Item 6 above)
- National CLT Network (membership) - NOTED

10. Any other business

The quarterly accounts to 30 June, circulated by James Stewart were NOTED. The next quarter's accounts will be available for the October board meeting.

MP explained he had written a short note that he and HK had discussed about charitable donations and bequests and it was agreed to discuss this at the next meeting.

11. **Date of next meeting** – Thursday 24 September, 7pm on Zoom

SIGNED.....Chair.17-10-20.....(Date)