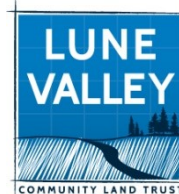


Minutes of Board Meeting
20th December 2019 19:30 at Halton Mill, Mill Lane, Halton



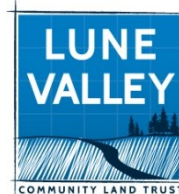
Present: Charles Ainger, Ann Denise Lanes, Luke Mills, Rachael Hamilton, Chris Coates

Chair: Charles Ainger

Apologies: Mark Towers, Steve Wrigley, Mark Stevenson, Tom & Louis

Minutes	Action
1. Declaration of Interests	
None	
2. Approval of Minutes 28/11/2019	
Approved.	DECISION
3. Matters Arising	
Need to have a statement on the application form that the members must abide by the objectives of the society. Need to ensure that the rules are clearly on the website.	Luke
We will start looking into a suitable accountancy firm to produce the first set of accounts and also consider whether we need to be audited.	Luke
The subgroup (Ann, Clodhna, Tom, Louis) will try and speak to Story Homes.	Ann/Clodhna
Charles & Luke will progress the Development Lease once the solicitors have had time to consider these matters.	Charles/Luke
There is a risk that if the S106 negotiations become directly linked to the land purchase then it will significantly delay or prevent the purchase of the site.	Charles/Luke
4. Publicity and Engagement	
Top drawer actions to keep in mind, from Governance Review: <ul style="list-style-type: none"> • Action 2 – Gain more, and more diverse, members – request from Bev for membership form; not returned yet • Action 3 – Develop village relationships – CLT responded on Housing and Green Spaces to Neighbourhood Plan consultation. • Action 5 – Update the website generally – As 28/11/19; 	
No planned publicity at the moment, but once there is any substantial progress then another newsletter can be produced.	
The Housing Survey will be uploaded onto the website.	Luke
5. Mill Lane Affordable Housing	
S106	
No progress.	INFO
Option Agreement	
Apparently, it is signed by the owner, but awaiting final transfer of parcel of land between companies.	INFO
LCC Grant for Land Purchase	
No progress.	INFO
Homes England Grant	
SLH are working on putting in a grant application to Homes England before the end of December.	INFO
Design	
Design Team meeting in Glasgow on 2/12/19	INFO
Draft layouts have been produced and discussed. Work in progress.	INFO
Draft project timetable in progress, with an aim to apply for planning permission in April.	INFO
Topographical survey has been completed, and tree survey commissioned. Also agreed Structural Engineer brief, and three to tender.	INFO
Forge Lane Adoption	
There is no outstanding electricity bill.	INFO
The lighting supplies between Mill Lane & Forge Lane need splitting, at a cost of approx. £3,000. We will await a response from the owner of Forge Lane.	INFO
We would be willing to contribute with other interested parties if necessary, but only once the Option Agreement has been exchanged. We will consider our options if there has been no progress by 23 rd Jan.	DECISION
Mill Lane Adoption	
No progress	INFO
Development Partnership	
Discussion of our strategy relating to “break” & “buy back” terms in the Heads of Terms.	
Forfeiture includes “breach” & “material breach” – we don’t anticipate any problems on this section.	
Assignment – we don’t think there will be a problem on this section, other than precise wording.	
Break-clauses – this is the area that SLH may wish to change or drop. The solicitor has indicated that lease buy back clauses are usually related to a time period, e.g. 40-45 years.	

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We would be willing to rely on the Housing Regulator to ensure quality standards.	DECISION
We would be willing to include "PassivHaus energy standards" as part of the tenantable repair.	DECISION
We agreed to the "net cost recovery" mechanism for the buy-back terms	DECISION
Allocation Criteria	
No progress.	INFO
6. Story Public Open Space	
Clíodhna has spoken to the planning officer.	INFO
Apparently, the designated area of public open space is an area within the whole "open" space. Tom is investigating this further.	INFO
7. Management	
Finances	
Luke to help Ann get online access to the bank	Luke/Ann
Governance	
Nothing to report.	
Co-option of Board Members	
Tom & Louis would be willing to be co-opted as directors.	INFO
We agreed to co-opt Tom & Louis as directors	DECISION
8. AOB	
None.	
9. Next Meetings	
Subsequent meetings on Thurs 23 rd Jan, 19:30 in the Seminar room, Halton Mill	Luke to book
Meeting finished at 21:10.	