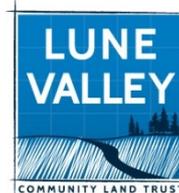


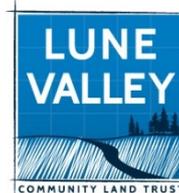
**Minutes of Board Meeting**  
**27<sup>th</sup> February 2020 19:30 at Halton Mill, Mill Lane, Halton**



**Present:** Charles Ainger, Ann Denise Lanes, Chris Coates, Mark Towers, Mark Stevenson, Tom Hurst, Lois Hurst, Rachael Hamilton  
**Chair:** Rachael Hamilton  
**Apologies:** Luke Mills, Steve Wrigley

Minutes	Action
<b>1. Declaration of Interests</b>	
None	
<b>2. Approval of Minutes 24/01/2020</b>	
Approved.	DECISION
<b>3. Matters Arising</b>	
None not covered in items below	
<b>4. Publicity and Engagement</b>	
31 members now	INFO
Community consultation: Action - agree date for a Mill Lane scheme public consultation meeting [gazebo on site?], pre planning submission - then plan publicity around that, including newsletter, and Prattle.	Charles/Design team; then Ann
LCC involvement: set up a visit by LCC members, before LCC cabinet on 21/4/20; with papers and publicity. [to cover Senior Cohousing too]. Action: discuss with Kathy Beaton, and organise.	Chris
<b>5. Mill Lane scheme</b>	
<b>S106</b> - no change	
<b>LCC Grant for Land Purchase</b> – no change	
<b>Option Agreement</b> – no change	
<b>Forge Lane Adoption</b> – no change	
<b>Mill Lane Adoption</b> – no change	
<b>Homes England Grant</b> – HE have deferred a decision on the grant application. Their message on 27/2/20 via Mark D of SLH is: <i>‘there is an intention from Homes England to fund the scheme; we just need to understand a bit more of the detail and establish the best route to funding the project’</i> . <b>Action:</b> Seek decision via SLH, if we can, before LCC cabinet decision on land cost funding.	INFO  Charles
<b>Design - layouts</b> – discussed Options A and B, in the light of comments and responses at 17/2 and 24/2 sessions. Board expressed a range of views in favour of both A and B, plus detailed comments. Views from Luke and Steve [not present] were fed in.  Summary of views and judgement is in a separate ‘Criteria Comparison’ document, which we will take to the Design Team Meeting (DTM) on Monday 2/3/20. <b>Action at DTM</b> – agree layouts and comments; agree programme, aiming at Planning submission 1 <sup>st</sup> week April, ready to start on site by end 2020 [likely in early 2021]; agree RG Parkins as Structural Engineers.  Overall we favour Option A, because of getting 20 homes, likely lower grant cost per home, and the houses being open onto the public pedestrian N - S street, that can encourage interaction between residents, and building community. Some other specific comments are added.	Lois, Rachael, Charles  DECISION
<b>Development Partnership</b> – Latest version of HoTs is now with both solicitors. <b>Action:</b> conference call with SLH and solicitors in w/c 2/3/20; then bring back final EA/HoT’s doc for Board decision/acceptance, and to sign in March. Some agreed Partnership issues cannot be dealt with via the Lease, because future uncertainty prevents sufficient legal language certainty. <b>Action:</b> so we will suggest to SLH that these are covered by a parallel Partnership Agreement, signed at Director/CEO level by both parties, to demonstrate our joint commitment.	Charles, Luke  DECISION
<b>Allocation Criteria and Process</b> - Further LCC/SLH/LVCLT meeting was held on 17/2/20. <b>Action:</b> Charles writing up draft criteria/process summary for final discussion/agreement at planned 10/3/20 meeting - Ann and Chris to attend. Will put final doc to Board for agreement.	Charles Ann, Chris

**Minutes of Board Meeting**  
**27<sup>th</sup> February 2020 19:30 at Halton Mill, Mill Lane, Halton**



<b>6. Story Public Open Space</b>	
No further progress with LCC Planning or Storys. Still not clear what is really exactly the POS. At some point Storys have to produce a Management Plan, for agreement by LCC Planning. We will have an opportunity then. <b>Action:</b> re-start a regular phone call attempt to get to Storys.	INFO Clíodhna, Tom
<b>7. Management</b>	
<b>Finances</b>	
Current cash balance is approx. £25k.	INFO
Closure of Cumberland BS account is underway. Steve will be added as a new signature to the Unity Trust Bank account.	INFO Luke
<b>Preparation for LCC grant Q1 report and Q2 application</b>	
Assume LCC will only want us to submit claim form and apply for next tranche of grant, when we need it. Likely to be after end March. <b>Action:</b> Charles check with Kathy B, and organise with SLH for their invoices	Charles
<b>8. AOB</b>	
B4RN are bringing fibre up Mill Lane in March. We agreed that we will want to be able to connect our Mill Lane site to that, via a Chamber that B4RN will construct on Mill Lane.	DECISION Tom H
Luke asks for help with these jobs: <b>Action:</b> please volunteer if you can help Luke, contact Luke/Charles	All Board
<ul style="list-style-type: none"> <li>• Creating certificates for new members and then giving them out.</li> <li>• Recording the minutes, uploading them onto DropBox and sending them out to the board/members.</li> <li>• Updating Facebook page</li> </ul>	
<b>9. Next Meeting</b>	
Next Board on Thursday 26 March 2020, at 19:30 in the Seminar room, Halton Mill	Luke pl. book
Meeting finished at 9.00pm	

<b>Top Drawer</b>	
Governance Review: <ul style="list-style-type: none"> <li>• Action 2 – Gain more, and more diverse, members</li> <li>• Action 3 – Develop village relationships</li> <li>• Action 5 – Update the website generally</li> </ul>	