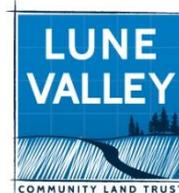


Minutes of Board Meeting
21st May 2020 19:30 online

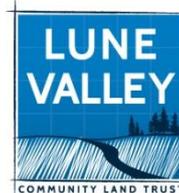


Present: Charles Ainger, Ann Denise Lanes, Mark Towers, Lois Hurst, Rachael Hamilton, Luke Mills, Steve Wrigley, Ian & Mandy Sinkler

Chair: Charles Ainger

| Minutes | Action |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| 1. Declaration of Interests | |
| None | |
| 2. Approval of Minutes 23/04/2020 | |
| Approved | DECISION |
| 3. Matters Arising | |
| None not covered in items below | |
| 4. Publicity and Engagement | |
| Article was provided to the Prattle, but unfortunately the Prattle was not printed this time. News article about both schemes in the Lancaster Guardian. | INFO |
| 5. Mill Lane scheme | |
| Value Engineering | |
| The costings are running higher than hoped. There is no need to consider value engineering just yet, since we will await a response to the funding request to Homes England first. The design team are reviewing the costs to see if there are any obvious savings. The government has not formally confirmed what funding Homes England has available post March 2021; HE cannot guarantee any grant until this confirmation is received. Does the Design Team need to cater for additional COVID working costs? Action: Charles to check with design team re: COVID costs Decision: We will review the situation once we know more in June/July. | INFO Charles DECISION |
| Pre-planning Consultation | |
| Several hundred hits on the pre-planning consultation website. 29 responses received, 20 supportive, 9 opposed. This seems a good response. The design team are reviewing the comments to see what changes could be made. Several comments highlighted the change in orientation from the original plans. The design team will carry-out an analysis to see how privacy issues can be minimised; possibly via cross-section plans. Action: Review the responses from neighbours to see if any misunderstandings can be clarified easily. | Lois, Ann, Charles |
| Draft Designs & Layouts | |
| Rachel & Lois are happy enough with the design process so far. Rachel would be keen on some more green landscaping, especially bordering Mill Lane. There is some unease about the white render, which may suffer from discolouration by algae/mould. Decision: We are happy to leave the final design decisions to the design team. | DECISION |
| Local Lettings Plan | |
| We are generally happy with the current draft. Action: Ann, Charles & Luke to continue with drafting the Local Lettings Plan | Ann, Charles, Luke |
| xx | |
| xx | |
| xx | |
| S106 | |
| Discussions continue. | |
| LCC Grant for Land Purchase | |
| xx | |
| Option Agreement | |
| xx | |
| Forge Lane Adoption | |
| It has moved forward; 2 drainage easements should be agreed soon. Highways think it will take 3-4 months, ie. autumn. There's about £10k worth of work required for which the owner is looking for contributions. | |
| Mill Lane Adoption | |

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| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Forge Lane must be adopted first, to enable Mill Lane to “connect” to it. | |
| Homes England Grant | |
| XX | |
| Design | |
| XX | |
| XX | |
| Planning Application | |
| XX | |
| XX | |
| Energy Study Steve sent out tenders to 3 consultants and he is expecting to receive 2 responses by 22 nd May. | |
| Decision: Steve & Lois to review responses and make a choice | DECISION |
| Action: Steve to finalise the press release | |
| Action: Charles to check with the Design Team when details of power/heating would be required. | Charles |
| XX | |
| Development Partnership | |
| Draft lease ready for review | INFO |
| 3 contractors prepared to enter into a selection for Stage 1. | |
| Allocation Criteria and Process | |
| Xx | |
| It is being finalised in draft by Charles, for review and agreement by the Board and SLH | Charles |
| 6. Story Public Open Space | |
| The planning officer has indicated that Story Homes are under no obligation to consider other options, so we have no rights to object to the current plans. | INFO |
| We can still aim to take over responsibility in the long term. | |
| 7. Management | |
| Finances | |
| Approx. £23,500 balance. | |
| South Lakes Housing will send in invoice after submission of planning permission. | |
| Decision: Provisional approval of accounts subject to any final comments by end of May | DECISION |
| AGM | |
| Decision: We will organise a virtual AGM on Thurs 25 th June 19:30. | DECISION |
| Action: Send out AGM notice by 10 th June. | Luke |
| Action: Ask for nominations to be directors and volunteers to stand-down (3 out of the original 4 directors) | Charles, Mark |
| Decision: To obtain license for Zoom | DECISION |
| 8. AOB | |
| Nothing to report | |
| 9. Next Meeting | |
| Thurs 18 th 19:30. | |
| Meeting finished at 9pm | |
| Top Drawer | |
| Governance Review: | |
| <ul style="list-style-type: none"> • Action 2 – Gain more, and more diverse, members • Action 3 – Develop village relationships • Action 5 – Update the website generally | |