

Lune Valley Community Land Trust
Minutes of the meeting held on October 22nd 2020

Present: Jane Allder (Minutes), Charles Ainger (Chair), Adele-Ivy Harris, Lois Hurst, Paul Jarvis, Ann Lanes, Mark Towers, Steve Wrigley

Apologies: Chris Coates, Rachel Hamilton

| Item | Action |
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| <p>1. Governance and Risk</p> <p>Mark Towers gave a presentation covering governance and its importance, the CLT network Healthcheck and Board Principal Risk Register. The presentation will be place in Dropbox for future reference.</p> <p>The CLT have made substantial progress – increasing and widening membership, developing communications resources in Adele, widening responsibilities for Finance etc. but moving forwards we should continue to widen the membership, engage the community, improve the Financial controls and reporting, develop some simple policies and procedures – in particular for Data Protection, Trustee/Director role description, Code of Conduct.</p> <p>Declaration of Interests</p> <p>Still missing from Chris</p> <p>Ann and Steve confirm that their Declaration of Interests have not changed</p> | <p>INFO</p> <p>The Board thanked Mark for the very informative presentation.</p> <p>DECISION</p> <p>Charles and Jane will update and circulate the Healthcheck and Risk register.</p> <p>Charles will place the Directors Liability Insurance on Dropbox.</p> <p>Mark will place presentation on Dropbox.</p> <p>DECISION</p> <p>Adele to update the Directors information including declaration of interests on the website.</p> |
| <p>2. Minutes of the last meeting on Sept 24th were proposed as accurate by Paul and seconded by Adele.</p> | <p>DECISION</p> |
| <p>3. Matters arising from the minutes:</p> <p>Publicity and Engagement – Article for Prattle</p> <p>Applications for affordable homes – Adele and Anne to send anonymised data to LCC and SLH.</p> <p>Applications for affordable homes -Further publicity - Paul to see if Halton school would publicise in school newsletter</p> <p>Community Right To Bid/Community Asset Register – Ann to meet with Jane and Chris Coates</p> <p>EV charging - Steve and Ann will review ENW grant application process and deadline for this round of funding.</p> <p>Finance - Paul and Jane to meet with Luke to finalise Financial handover</p> <p>Public Open Spaces - Leapers Rock Orchard; Charles has been in communication about this with LESS</p> <p>Wray potential development site; nothing further as yet.</p> | <p>INFO</p> <p>Ann will complete for the 11th Nov</p> <p>See below</p> <p>To be actioned after half term</p> <p>This has not yet taken place</p> <p>There is a meeting 23/10/20</p> <p>This action is awaiting bank authorisation changes.</p> <p>Charles still in contact with LESS</p> <p>Charles still progressing with the Wray landowner</p> |

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| All other actions are completed | |
| <p>4. Mill Lane scheme update</p> <p>Overall scheme timing: aiming for a start in April 2021, and 15 month construction, with occupation at end June 2022. Several key decisions – HE grant, Planning Permission, further cost check, LCC grant release, legal lease, buying land - are likely to become clear in the next 1-2 months.</p> <p>Planning</p> <p>S106 costs - There is a request for £58k as S106 contribution for education, response strategy is likely to argue the scheme cannot afford it. Planning Submission validation confirmed, ref. No. Is 20/00613/FUL. No neighbour objections seen so far. Architects are responding to several detailed Planners' issues, no 'deal breakers. Likely timing of determination now Dec if we are lucky.</p> | INFO |
| <p>Groundworks</p> <p>Scheme specification and costs – Results of the Site Investigation delayed by Covid19 showed greater than expected depths of 'made ground' on the site. Structural engineers have done a foundations/contamination control/cut and fill strategy.</p> | INFO |
| <p>Energy North West Study</p> <p>LVCLT and SLH have agreed in principle to go for the extension of the local Direct Network renewables supply. Steve discussing with LCH/HSC, and re setting up an Energy Supply Company (ESCO) We will need professional legal advice at setup of ESCO</p> <p>We are going for more ENW grant money to study how best to provide/operate lots of EV charge points.</p> | INFO |
| <p>Homes England Funding</p> <p>Homes England Grant has still not been confirmed; remains biggest risk to project. They expect their quarterly HE review meeting to move things forward. Scheme will be in the 2021 programme.</p> | INFO |
| <p>Contractor tender</p> <p>Stage 1 tender is progressing. Contractor due to be appointed by 9/11. Contractor will then review designs/costs with DT. Decision requested: authorise Rachel, Lois and Charles to agree tenderer evaluation with rest of DT and agree contractor selection.</p> | DECISION Agreed Rachel, Lois and Charles to agree tenderer evaluation with rest of DT |
| <p>Lease Agreement</p> <p>We are awaiting SLH responses to drafts of Development Lease, and Agreement to Lease. Target date for signatures is 30/11/20, after getting PP and buying the land. We expect finalisation in next month.</p> | INFO Charles will need another Director to give second view on these legal docs |
| <p>Applications for affordable homes</p> <p>Board is happy to pass on the anonymous list to LCC and SLH, not the full details. Suggest contacting the applicants with an update communication. Homes allocation – Meeting SLH/LCC to agree the draft Local Lettings Plan on 23/10 - Charles, Adele & Ann. Also check with SLH/LCC how cover the same issues, allocating IT/SO homes.</p> <p>We have 17 expressions of interest received at LVCLT, and have compared the mix of requests with the mix we have planned on the site.</p> | INFO DECISION Adele to prepare update message for applicants. Adele and Ann to send anonymised data after the meeting. |
| <p>6. AOB</p> <p>None</p> | |
| <p>7. Next meeting,</p> <p>Thursday 26th November, 7.30pm.</p> | DECISION |