

**Lune Valley Community Land Trust**  
**Minutes of the meeting held on January 21st 2021**

**Present:** Jane Allder (Minutes), Charles Ainger (Chair), Chris Coates, Adele-Ivy Harris, Paul Jarvis, Steve Wrigley  
**Apologies:** Rachel Hamilton, Ann Lanes, Lois Hurst

Item	Action
<p><b><u>1 Declaration of interests</u></b></p> <p>All confirmed that their Declaration of Interests have not changed. Re item 7.2, Paul and Jane declared a possible interest in the Mill Lane POS, as Town End Way leaseholders.</p>	<p>INFO</p>
<p><b><u>2 Previous Minutes of 21/1/21</u></b> were proposed by Steve and seconded by Chris</p>	<p>DECISION</p>
<p><b><u>3. Matters arising from the previous minutes</u></b></p> <p>All actions are completed or dealt with elsewhere on the agenda</p>	
<p><b><u>4 Publicity and Engagement</u></b></p> <p>Ann has issued a winter newsletter after getting comments from the board. She will draft a Prattle article for the March 10th deadline [for April/May edition] and draft another newsletter with Adele. She just needs to know when the newsletter should go out and up to date information on leases signed etc.</p> <p>Publicity about the project has resulted in up to forty expressions of interest and information has been sent to LCC. Adele circulated a summary to the board prior to the meeting. All potential tenants need to be on the LCC Housing Register and Adele has reminded them of this. This information will also be sent to SLH, who have to be applied to by the SO applicants.</p> <p>LVCLT and SLH issued a joint pamphlet to all neighbours about the work starting on site, on 14/2/21; plus a LCVLT Prattle article, newsletter and FaceBook post. We are now working with SLH and Tyson communications for regular continuing publicity, as work starts on site. An agreed press release is ready to go out, once we have actually signed the lease.</p> <p>After March 31<sup>st</sup>, once we have started on site, we will start planning the agreed drop-in session for possible residents, to cover Community &amp; Sustainability Policy, and possible community roles. Our invitees for this will be the 40 or so people who have expressed interest, plus Members.</p>	<p>Ann</p> <p>Adele</p> <p>INFO</p> <p>Adele</p> <p>Ann, Adele and Jane to meet to plan a drop-in session.</p>
<p><b><u>5 Finance and Management</u></b></p> <p><b><u>Banking</u></b> - Paul has replaced Luke Mills as administrator and paying invoices etc, is working.</p> <p><b><u>Accounts</u></b> - Paul is negotiating the fees with M&amp;S for doing the 2020 accounts and will reconcile existing Finance docs to the end of February. He will give a full picture of the accounts at the next board meeting in March and start preparing the accounts for the AGM in May.</p> <p>Charles is still working on the pre-development costs to produce a clear picture at the next board meeting. We need to put aside £8250 for a contingency for Stamp Duty.</p>	<p>INFO</p> <p>Paul</p> <p>Charles. Jane please help</p>

<p><b><u>6 Mill Lane</u></b></p> <p><b>Land grant and purchase:</b> LCC grant agreement is signed and the money is with our solicitors.</p> <p>For the title Plan, we have agreed, with Halton Senior Cohousing, to jointly change the eastern legal boundary to a more practical one which suits both parties.</p> <p><b>Lease agreement and signing:</b> Work continues on this, and we expect final text discussions with SLH w/c 1/3/21.</p> <p><b>Planned programme:</b></p> <ul style="list-style-type: none"> <li>- LVCLT agree lease text with SLH w/c 1/3/21;</li> <li>- LVCLT buy land w/c 8/3/21;</li> <li>- LVCLT sign lease with SLH w/c 15/3/21;</li> <li>- SLH sign stage 2 contract with Tyson Construction by 26/3/21;</li> <li>- Tyson Construction on site 29/3/21,</li> </ul> <p>The last two also depend on the Design/Contractor team getting a lot of detailed work done, and satisfying LCC on some pre- start Planning Conditions.</p> <p><b>Early work on site:</b> This week has seen the tree clearing and asbestos removal contractors on site. This is with written agreement from the landowner, as we have not yet bought the site.</p> <p><b>Road adoptions:</b> Forge Lane adoption target date is 30/3/21; final work is happening. Mill Lane target is 31/3/21. As this date is just after Tyson starts work on site, our land purchase agreement includes the right of access from Mill Lane.</p> <p><b>Energy studies:</b> To provide a Direct Wire connection to the site, Lancaster Cohousing need to set up the ESCO, maybe in conjunction with the Hydro. They may become, or decide to manage, the ESCO. The deadline for having the ESCO in action is say April 2022.</p> <p>The ENW grant, to study how best to provide/operate lots of EV charge points, has been won, and needs a Project Manager. Steve will check with Lois and produce a brief to go to the members and the design team for expressions of interest.</p>	<p>INFO</p> <p>INFO</p> <p>Charles</p> <p>INFO</p> <p>INFO</p> <p>INFO</p> <p>INFO</p> <p>Steve, Chris to bring this to LCH directors' attention, for action.</p> <p>Steve and Lois to progress this</p>

<p><b>7 AOB</b></p> <p>7.1 Congratulations to Lois, and Tom, on the birth of their baby girl!</p> <p>7.2 LCC have asked if LVCLT might be interested in taking over the triangular parcel of land - Public Open Space - where the small playground is (between Mill Lane and the river). It apparently needs another owner/manager once Jim Entwistle [JE] has got Mill Lane adopted. As a green space it fits into LVCLT interests. JE also owns the 'Lawnmower' site, and the Parish Council is interested in that.</p> <p>We discussed some pros and cons, and realise we would need to know much more about the actual land and any possibilities; but agreed to explore the opportunity further. that LCC</p> <p>7.3 Community Right To Bid/Community Asset Register - In 2020 Rachael reviewed this, and identified that anything with community value in public or private ownership can be proposed to be put on the list for a limited time (some years), held by</p>	<p>INFO!</p> <p>Charles will feedback our interest to explore it more. to Kathy Beaton at LCC</p>
--	---

<p>Council (8 week decision time from council). Caton pubs are already on the list, whereas pubs in Silverdale could not be registered because of prior residential function. Applications can be made by parish councils, community interest companies etc – therefore LVCLT is eligible. The Board agrees that it is worthwhile pursuing this registration in order to protect these assets if the opportunity arose/if the asset was put up for sale.</p>	<p>Jane to work with Ann and report to the next board</p>
<p><b>8. Next meeting</b> will be Thursday 25th March 2021, 7.30pm.</p>	