



# Seend Community Land & Asset Trust

MINUTES OF THE 9<sup>th</sup> SEEND COMMUNITY LAND & ASSET TRUST MEETING HELD ON TUESDAY 9<sup>th</sup> APRIL 2019 AT 7:30 PM IN THE IRENE USHER MEMORIAL PAVILION, RUSTY LANE, SEEND

**Present:** George Clarke (GC), Chairman and Director CIC, Steven Vaux (SV), Secretary and Director CIC, Dr Nigel Knott (NK), Director CIC, John Williams (JW), Seend Parish Council, Georgina A'Bear (GA) Vice-Chair Seend Neighbourhood Plan Steering Group, and 18 CLT members.

ITEM 1. **Apologies** – were received from Kath Steggall, Mrs Knott, Dennis Frith, Anne Ewing, Tony Ewin, Mike and Julia White, Jonathon Seed.

ITEM 2. **Declarations of Board Member's interests** – There were no declarations of interest.

The Chair apologised for the cancellation of the last meeting and said the Board valued the time members gave to CLT meetings and he felt that time should be used productively. There had been very little to report in March, though preparatory project work had continued in the background.

ITEM 3. **Minutes of the last meeting** – had been circulated and were accepted as a true record of that meeting. Minutes are available on the [CLT web site, www.seendclt.org](http://www.seendclt.org).

ITEM 4. **Matters arising from the last minutes** –

4.1 **Update on sites** - The Chair said there was little he could say about sites as work on commercial and legal aspects of acquisition were ongoing. GC hoped to be able to provide more information when the transaction was concluded.

ITEM 5. **Appraisal and selection of architects** – The Chair said the 'beauty parade' had been held on 27<sup>th</sup> March with 3 architectural firms contending for the proposed project. Of the three, there were 2 close contenders with one, PKA Architects Limited (Peter Kent), who was clearly well experienced and prepared and demonstrated a good understanding of likely project requirements. No contract had been made with PKA as their engagement was currently dependent on receipt of grant funding.

ITEM 6. **Update on Seend Rural Housing Needs Survey (RHNS)** - SV said that the CLT had distributed just over 500 RHNS packs, which members present confirmed as arriving mail. GA said that she thought some of the questions asked for data, Questions 9 and 10 should have included a timescale. There was a short discussion on these observations. SV highlighted the need for parishioners to engage with the RHNS and ensure they returned the forms by 29<sup>th</sup> April closing

date. He further reminded members about forthcoming drop-in advice and help sessions for parishioners on 10<sup>th</sup> and 24<sup>th</sup> of April (both Wednesdays), from 3:00 pm to 7:00pm.

ITEM 7. **Update on Homes England grant application** – SV said that the Homes England revenue grant application was nearing completion. The funding application was a requirement of the Heads of Agreement between White Horse Housing Association (WHHA) and the CLT. If funds were not granted WHHA would meet the shortfall, though this would have an effect on the overall level of investment in the affordable housing project. The funds were required for pre-planning surveys and architectural and project management services.

ITEM 8. **Update on membership** – NK said the CLT membership was around 210 and he would be picking up the pace of recruitment effort, particularly in Seend Cleeve.

ITEM 9. **Request for volunteers and director** – The Chair reminded the meeting that there was still a vacancy for a CLT director and that volunteers would be welcomed if they were interested in helping with CLT projects

ITEM 10. **AOB** – In response to a question from the members present, there was a discussion on the promotion and acceptance of the affordable housing site. The Chair explained that a community-led project to fulfil local housing need would have to be approved by the community both in terms of site location and design. As soon as proposals were available, following establishment of need arising from the RHNS, there would be an open public consultation event.

**Date of next meeting** - GC said the next meeting would be on Tuesday 14<sup>th</sup> May 2019.

The meeting closed at about 8:10 pm.

[Sec's Note: Item 6 amended as agreed with GA at 11<sup>th</sup> June meeting.]