



# Seend Community Land & Asset Trust

MINUTES OF THE FIRST SEEND COMMUNITY LAND & ASSET TRUST ANNUAL GENERAL MEETING HELD ON TUESDAY 9<sup>th</sup> JULY 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, Kath Steggall (KS), Director CIC, John Williams (JW), Seend Parish Council, Georgina A'Bear (GA) Chair Seend Neighbourhood Plan Steering Group and 31 CIC subscribers.

ITEM 1. **Quorum** – the necessary 10% quorum was present.

ITEM 2. **Apologies** - there were notified apologies from 11 subscribers.

ITEM 3. **Appointment of Chairman** - George Clarke explained that he felt it was democratic for the incumbent Chair of CLT to resign to provide an opportunity for CIC subscribers present to elect an alternative chair if they so wished; this procedure being detailed in the CIC Articles of Association. Following a brief discussion, M Whitehead proposed that G Clarke be re-elected as Chair for the coming year. This was seconded by NK and at the vote the proposal was carried unanimously.

ITEM 4. **Declarations of CIC Board interest** – there were no declarations of interest.

ITEM 5. **Chairman's report** – the Chairman explained that his report was available in print format at the meeting. Copies had been distributed at the meeting and would be available online in due course. GC then addressed the statements in the report and provided further explanation in response to questions from subscribers present. [Sec's note: for ease of reference a copy of the report is appended to these minutes.]

ITEM 6. **End of year financial report** - the Chairman explained the detail of the EOY Financial Report and expanded on the CLT's income from grants from Wiltshire Council and Seend Parish Council and the expenditure on legal fees covering the NCLT discounted legal package from Anthony Collins Solicitors. F Teasdale helpfully pointed out a minor error in the income and expenditure headings of the report and it was agreed that this would be amended in the final draft to be filed at Companies House. The Chair went on to explain that, in view of the current state of progress and funding with the CLT, it would be appropriate to shorten the CIC end-of-year filing date to 30th June. The Chair further explained that the AGM was a little premature, though future AGMs at this point in the year might be more convenient for the parish calendar than AGMs falling in August. [Sec's note: for ease of reference a copy of the amended EOY financial report is appended to these minutes.] the AGM.

ITEM 7. **Resolutions to be put before the meeting** – The Chair explained that this item was a requirement of the CIC Articles of Association. No resolutions had been submitted

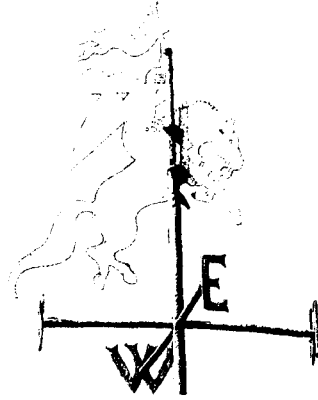
ITEM 8. **AOB** – B McCulloch commended the CLT on the recent circulation of a National CLT Network video link explaining what CLTs are and how they benefit communities. He suggested that there should more NCLT news circulated as it became available. This comment reminded the Chair that both Alex Booth and Rebecca Rowan had kindly offered to support CLT communications and the Chair thanked them for their support and said that this might be a matter for them to pursue. This was agreed and noted by AB, RR and the Secretary.

ITEM 9. **Date of next AGM – 14<sup>th</sup> July 2020** was agreed.

The meeting closed at about 8:15 pm with the Chair inviting those present to join the Board in refreshments.

Appendix:

1. Report and Accounts (amended) for the period ending 30<sup>th</sup> June 2019.



# **Seend Community Land and Asset Trust CIC**

## **Report and Accounts for the period to 30<sup>th</sup> June 2019**

**Chairman:**  
George Clarke ACA

**Directors:**  
Dr. Nigel Knott – Membership  
Kath Steggal

**Secretary:**  
Steven Vaux

Company number **11485428**

**Registered office:**  
Bradley Farm Rusty Lane, Seend, Melksham, Wiltshire, SN12 6NS

**Solicitors:**  
Anthony Collins Solicitors  
134 Edmund Street, Birmingham B3 2ES

# Chairman's Report

The objective of the Seend CLT is to provide the community with suitable housing for those in the Parish, or relatives of those in the Parish, who wish to live here or remain here but would, due to the cost of ownership or absence of suitable rental property, otherwise be unable to do so. Since the CLT, hence the parish, will be in charge of the process, we will endeavour to make any development acceptable to the community in terms of its sustainability and appearance thus hopefully reducing the likelihood of large-scale commercial development. As we have been constituted as a CIC in due course, we will be able to contemplate future activities outside the narrower remit of housing, though this is some time off at this moment. For more details see our website [www.seendclt.org](http://www.seendclt.org).

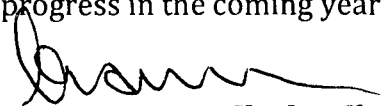
A core group of activists began the process of forming a Community Land Trust for the Parish of Seend back in 2017 and a formal Acting Steering Group was formed in late 2017. At that point a drive for membership began and due to the good offices of Richard van den Broek a CIC was quickly incorporated on 26<sup>th</sup> July 2018. Since that time membership has grown to 221 from an estimated adult population in Seend Parish of 917, largely through the recruiting efforts of Dr. Nigel Knott. This is, by national standards, an extremely high membership.

After incorporation one of the first tasks was to identify suitable sites for development that owners were prepared to consider offering to the CLT. Six possible sites were assessed by the CLT with the assistance of the Wiltshire (Council) Community Housing Group and these assessments passed on to Seend Parish Neighbourhood Plan Steering Group [www.seendparishplan.org](http://www.seendparishplan.org). Of these sites, one seemed to represent the most attractive in terms of its suitability for development, with the least complications and negotiations are nearing completion for an option on this site so that the process of consultation, design and application for planning can begin.

Whilst this process was continuing suitable candidates as partners to develop the sites were assessed. This is necessary as the Landlord/Shared Owner for any rented properties will need to be a registered provider of social housing. We selected and are delighted to be working with White Horse Housing Association a small local Company based in Melksham. With them we have selected a local firm of architects PKA from Poulshot and Peter Kent, the Practise Director, has already presented some early ideas as to how any development might look.

Our Secretary Steve Vaux has applied for and we have provisionally been granted the sum of £70,000 from the Homes England Community Housing Fund, which grant is currently being validated. On receipt the grant will enable contracts to be placed with our architects and various surveyors to enable planning to commence in earnest.

We express our thanks to the Wiltshire Community Housing Group for their valuable and continuing support & we look forward to further progress in the coming year.

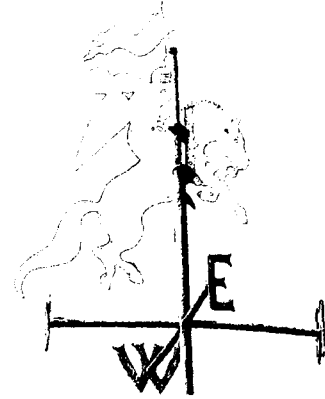


**George Clarke, Chairman**  
Seend, 8<sup>th</sup> July 2019

# Seend Community Land and Asset Trust CIC.

Accounts for the Period Ending 30th June 2019

## Receipts and Payments



### Receipts

Grants received	£	5,104
Membership Fees	£	221
	<b>£</b>	<b>5,325</b>

### Payments

Legal Fees	£	3,000
Topographical Survey	£	780
Subscription to National CLT Network	£	403
Printing, postage and hall hire	£	686
Bank charges	£	3
Total Expenditure	<b>£</b>	<b>4,872</b>

### Receipts less Payments

**£ 453**

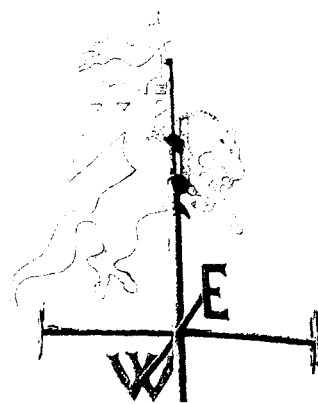
### Note:

Grants received Seend PCC	£	242
Wiltshire CC	£	4,862
Total Grants Received	<b>£</b>	<b>5,104</b>

A grant of £500 was made by Seend PCC to enable the CLT to be set up. The first payments were made directly by the PCC prior to incorporation of the CIC. The amount of £242 represents the remaining balance of this grant.

# Seend Community Land and Asset Trust CIC.

Accounts for the Period Ending 30th June 2019



## Balance Sheet

Cash at Bank	£	517
Creditors	-£	296
<b>Net Assets</b>	<b>£</b>	<b>221</b>
<b>Paid Up Capital</b>	<b>£</b>	<b>221</b>

For the period ending 30th June 2019, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Signed by:

George Clarke (Chairman)

Steven Vaux (Secretary)

8th July 2019

Notes:

**Seend Community Land and Asset Trust Community Interest Company (CIC)** was incorporated on 26th July 2018 as a private company limited by guarantee without share capital. The amount of Membership Fees representing the guarantee is £221 being the £1 membership fee paid by 221 member and shown above as Paid Up Capital.

**Cash at bank** is held at Triodos Bank, an "ethical" bank.

**Creditors**

Grants received not yet disbursed	£	232
Due to Memorial Hall re hire	£	64
Total	<b>£</b>	<b>296</b>