

Seend Community Land & Asset Trust

MINUTES OF THE SECOND SEEND COMMUNITY LAND & ASSET TRUST ANNUAL GENERAL MEETING HELD ON THURSDAY 9th SEPTEMBER 2021 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, Ben Hubert (BH), Director CIC, Alex Booth (AB), Director CIC, John Williams (JW), Director CIC, Terry James (TJ), Chair Seend Parish Council, William Lack (WL), Seend Parish Council, Belinda Eastland (BE), White Horse Housing Association, Georgina A'Bear (GA) Chair Seend Neighbourhood Plan Steering Group

ITEM 1. **Quorum** – the necessary 10% quorum was exceeded with 35 CLT Subscribers attending.

ITEM 2. **Apologies** - there were notified apologies from 12 subscribers.

ITEM 3. **Declarations of CIC Board interest** – there were no declarations of interest.

ITEM 4. **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 in detail the statements in the report and provided further explanation in response to questions from subscribers present. The working drawings for the Park Farm project would be completed by the end of September and the results of the invitation to tender, sent out by White Horse Housing Association would be known within a month. [Sec's note: for ease of reference a copy of the report is appended to these minutes.]

ITEM 5. **End of year financial report** - the Chairman had presented printed copies of the end of year Financial Report and expanded on the details for the members present. GC said that it was a requirement of the Homes England Community Housing Fund Revenue Grant that the CLT accounts be independently audited. The audit had been satisfactorily carried out by Devizes accountants David Owen and had been accepted by Homes England. GC said there was still a small amount of committed survey expenditure and the audit fees. It was proposed by Nigel Knott that the report be accepted. The proposal was seconded by Nick Collinge-Cubberley and passed on a majority show of hands. [Sec's note: for ease of reference a copy of the financial report is appended to these minutes.]

ITEM 6. **Resolutions to be put before the meeting** – No resolutions had been submitted.

ITEM 7. **AOB**

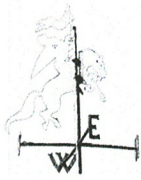
7.1 How to apply for CLT Homes and application criteria. Belinda Eastland of White Horse Housing Association gave a very detailed presentation on how the CLT housing would be allocated and what was expected of prospective tenants. The shared ownership element of the housing was also explained with BE also providing printed leaflets for members. BE said the content of her presentation would be made available on the CLT web site. BE also mentioned that the building work would be constructed under a "top hat" scaffold construction so that work could continue rapidly in adverse weather. The "top hat" would be constructed after the site ground works had reached the necessary stage required.

7.3 SCLAT meeting frequency. The Chair dealt with meeting frequency whilst the next presentation was loaded on the presentation computer. The Chair explained that the CLT was moving to a different phase in which meetings would not be required so frequently. The CLT Board would continue to meet, whilst public meetings had moved beyond the consultation stage. The Chair said that meetings would be held twice per year and as required when the project moved into construction.

7.2 Meeting housing needs of later life. SV gave a rapid presentation on how and why the full housing need identified in the April 2019 Rural Housing Needs Survey (RHNS) had not been completely met with the final approval of the CLT planning application. SV said that he had received comments on this issue from several CLT members. SV went on to explain how Government backed funding through the Community Housing Fund excluded availability of CLT housing to those who owned a home and wanted to remain in the parish through downsizing. There was also an identified element within the RHNS need that came from people who were unsure of their future housing tenure. SV identified this whole group as the 50-30-18% shown in the displayed charts from the 2019 RHNS survey. SV went on to briefly introduce Co-Housing and said that this might be an option for the future that would meet the needs of the 50-30-18%. SV said that as the CLT was incorporated as a Community Interest Company it could seek and arrange alternative funding models which could finance a future Co-Housing project. A Co-Housing project might be located at one of the sites in the current Seend Neighbourhood Plan, though it would need an updated RHNS following the allocation of the CLT houses in the current project. Also, through the CLT it would be possible to protect community assets that might be experiencing a future existential crisis, such as the Seend Lye Field and Community Centre. SV said he would circulate additional information to members on Co-Housing through a paper and a web site page.

ITEM 9. **Date of next AGM – 8th September 2022.**

The meeting closed at about 9:10 pm with the Chair inviting those present to join the Board for refreshments.

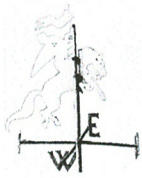


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Appendix:

1. Chairman's Report and Accounts for 2020 and the period ending 30th June 2021.

George Clarke
Chairman
Seend Community Land and Asset Trust



Seend Community Land & Asset Trust

Chairman's Report

Covering the Period 11th February 2020 to 9th September 2021

It is hard to avoid the words such as unprecedented or unparalleled when attempting to describe the events of the last year and a half. Our last public meeting was held on the 11th February 2020 which is why I have chosen that as the starting point for this report. Since then we have posted news on line, when there has been something to report, so much of this is by way of a recap.

There have been some changes in the Directors of the CLT since we last met. Dr. Nigel Knott left the Board back in May last year. Nigel was one of the original leading lights that got this project off the ground before ever I got involved and it is due to his drive and enthusiasm that our membership numbers are so high. In January of this year Kath Steggall decided that she no longer wanted to continue as a Director, I was sorry to see her go, as she often had a different take on matters. Before she could go however we really then had to recruit a replacement and we were, and are, very grateful to John Williams for stepping into the breach. John was the ideal candidate as he was, like Nigel, one of the original founding fathers of the CLT and therefore was up to speed from day one. Then in July two new members have joined the board, Alex Booth from New Buildings in Seend Cleeve and Ben Hubert from the High Street. These two represent a younger generation who I hope will be able to guide the CLT on new projects in the future.

As was reported at that meeting in February the planning application was about to be submitted but had been held up pending ongoing work on the feasibility study which White Horse Housing Association (WHHA) wanted to complete beforehand as a matter of due diligence. The application was lodged on 10th March 2020 and should have been determined by 30th July 2020 but this did not happen, first because no site visits were taking place in lockdown and then because of concerns expressed by Wessex Water about possible flooding on the lower end of the site, should their sewage pumping system break down. Following extensive investigation by drainage consultants revised plans were drawn up and submitted to Wiltshire which satisfied Wessex Water and eventually in September we were informed that the application had been approved subject to completion of a Section 106 agreement.

The S.106 agreement essentially makes it a condition of the approval that the site, other than the self-build plot, will only be used for affordable homes for the benefit of the community in perpetuity. At first we were told that the CLT did not have to be a party to this agreement which would be between the landowner, Wiltshire Council and WHHA. In the end we were also required to be signatories to the agreement. A version acceptable to the CLT was completed in February. Then for reasons completely outside our control it took until June for the S. 106 agreement to have

been accepted and signed by all the other parties whereupon on 17th June 2021 our planning application was approved.

Foolishly I was under the impression that matters would move swiftly forward at that point, perhaps I should have known better than to display such optimism. What was supposed to happen next was that WHHA would serve notice on the landowner that they wished to exercise their option to buy the land. However due to the Land Registry querying the exact position of the boundary at the northern end of the site the option could not be exercised until this minor query was resolved. The option notice was served on 20th August meaning the transfer must take place by 20th September. By then WHHA will have bought the land and will be able to arrange the sale and leaseback to and from us. Another problem that arose in the meantime was that whereas the original plan was to enact a lease to WHHA of 125 years, the lease has had to be extended to 995 years. Government legislation has been enacted that means any shared ownership leasehold houses have to be of such a long duration and so it would not be possible for WHHA to grant such a lease if their own lease is shorter. There was no choice in this, but we do have break clauses in the lease at 35 years and every 5 years thereafter, although I doubt whether I will be around to exercise them!

In the meantime the architects PKA have been producing the working drawings to enable the construction project to be put out to tender. In the course of this some questions were raised about the requirements for the foundations and it was considered advisable to take subsoil samples which was done very recently. As soon as the drawings are complete the work will be put out to tender with a one month deadline. This will include the stipulation that work should start immediately the tender is accepted. I wonder if this will prove possible.

Members will remember that the houses were always intended to be built to Passivhaus standard. This triggered an investigation into the possible ways in which this could be done in particular as regards to the materials employed. There were some considerable concerns that the effect of Brexit and post pandemic inflation might adversely affect the viability of this scheme. I am pleased to be able to report that WHHA has however been able to secure generous grant funding which will enable the scheme to go ahead. An update on the method of construction will be presented today.

I look forward to seeing you all again,

George Clarke
Chairman

9th September 2021

Seend Community Land and Asset Trust CIC.

Accounts for the Period Ending 30th June 2021

Receipts and Payments



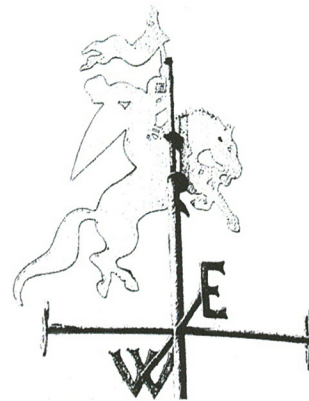
	2021	2020
Receipts		
Grants received	£ -	£ 70,877
Membership Fees	£ -	£ 37
Total receipts	£ -	£ 70,914
Payments		
Legal Fees	£ 3,000	£ -
Architects Fees	£ 550	£ 30,800
Planning Application Fees	-	£ 5,107
Site surveys & consultants	£ 2,628	£ 2,698
Subscription to National CLT Network	£ 350	£ 410
Printing, postage, web site and hall hire	-	£ 301
Bank charges	£ 1	£ 3
Total payments	£ 6,529	£ 39,319
Receipts less expenditure	<u>-£ 6,529</u>	<u>£ 31,595</u>
Note:		
Homes England	-	£ 70,877
Grants received Seend PCC	-	-
Wiltshire CC	-	-
Total Grants Received	<u>-</u>	<u>£ 70,877</u>

The balance of the homes England Grant not yet disbursed at 30th June 2021 is £25,261 (2020-£31,790)- see balance sheet.

Seend Community Land and Asset Trust CIC.

Accounts for the Period Ending 30th June 2021

Balance Sheet



	2021	2020
Cash at Bank	£ 25,519	£ 34,275
Cash in hand	-	£ 54
Creditors (see note below)	£ 25,261	-£ 34,071
Net Assets	£ 258	£ 258
Paid Up Capital	£ 258	£ 258

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)

06/09/2021

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.

	2021	2020
Cash at bank 30/06/20	£ 34,275	
Cash in hand banked	£ 54	
less net expenditure	-£ 6,529	
less creditors at 30/6/20 paid in year (sundry accruals)	-£ 2,281	
Cash at bank 30/6/21	£ 25,519	
Creditors .		
Grants received not yet disbursed	£ 25,261	£ 31,790
Sundry Accruals		£ 2,281
Total	£ 25,261	£ 34,071