

**Minutes of Arundel CLT board meeting held 21 October 2021 at 41 Torton Hill Road BN18 9HF**

**Present:** Darrell Gale (Chair), Hilary Knight (Minutes), James Stewart, Martyn Pettifer, Marc Rankin, Tom Warder (Action for Rural Housing in Sussex)

1. **Apologies:** Tom Basham, Wendy Eve, Graham Lane, Paul Summers, John Bradley (link councillor for Arundel Town Council)
2. **Minutes of meeting of board meeting held 16 September** ACCEPTED as correct record subject to confirming Marc Rankin's apologies.
3. **Matters Arising not elsewhere on agenda**

Statutory returns: FCA return for 2021 has been submitted. Also, the restated accounts for 2020 have been registered with the FCA. JS has submitted everything required for Corporation Tax to HMRC.

Visit to Wickham: DG, MP and HK would definitely like to go and JS will come if whatever date is fixed enables him to. Although not present to confirm, we think PS and WE want to go. MR cannot do weekday. The November dates suggested don't work so *PS requested to seek dates for December or the New Year.*

Board development session: Graham Maunders has planned a 3 hour session based on feedback from discussion at August board meeting. There will also be a short survey monkey questionnaire to be done in advance.

- HK to confirm others can do 4.30 to 7.30pm on Thursday 18 November and move the board meeting to Thursday 2 December
- *Once we have confirmation all can attend, HK will book either Town Hall or Victoria Institute and MP will book meal (first choice: Thai Time – side room; 2<sup>nd</sup> choice Motte & Bailey downstairs; 3<sup>rd</sup> choice Swan behind curtain. 4<sup>th</sup> choice La Campana).*

Membership application from Lesley and James Sutherland – NOTED that despite sending email and three visits, HK had not been able to make contact to confirm James' date of birth or add his signature to the application form. She has issued a Joint Share Certificate (for 10 shares) as this appeared to be Lesley's intention when she returned the form and cheque.

Potential Directors and new members – HK reported that she had spoken briefly to Thom Williams who has confirmed he is very interested in supporting the CLT but not sure about being a Director. JS knows him and will follow up. DG to follow up another potential new member who has recently had national media coverage for her work and likely to support our work. No update on whether TB has yet spoken to his contact who lives on Arun Street.

Bell deadline 29 October – JS will put together a contribution based on photo of Andrew Griffith MP at recent meeting he convened of local CLTs. The photo includes JS, DG and Tom Warder.

#### 4. Ford Road update

DG has investigated the links provided in email from Earl Henry about potential developers and they look encouraging: i.e. these are not 'volume' housebuilders but developers with track record to working on quality bespoke developments. Earl Henry had confirmed to JS at recent Town Council/Mayor event that 'Plan A' to proceed in a Joint Venture with a developer is still on track. JS had checked with Guy Dixon from Savills today and confirmed the time for a meeting will be after the s106 is finalised. Alastair Deighton will be the CLT's best point of contact and HK and JS were due to meet with him the following morning.

TW also has a potential contact for a developer and this person has been put in contact with Patrick Moseley from Savills.

Aster updated their financial offer to Savills on 4 October and it is understood to be along the right lines.

HK reported that things were looking good in terms of the CLT's concerns regarding the s106 Agreement. The four housing appendices have not yet been forwarded by the CLT's solicitor but are close to being ready.

DG referred to two opposer letters published in the West Sussex Gazette.

#### 5. Annual review of Arundel CLT's plan

The governance section looks ok and TB requested to update it so it 'rolls forward' for 2022 with previous years dropping off.

Feedback on Word document: needs refreshing

- :- make it clear it is overarching for ACLT (not just Ford Road project as implied by heading)
- :- line 1 change 'statutory' or 'Community Benefit Society registered with the Financial Conduct Authority' and amend purpose to align with Rules (currently says 'to deliver affordable housing'). Maybe use wording from website to set out this introduction.
- :- 'project visualisation' – refer to Aster and Savills in first paragraph
- :- Assumptions section – this has moved on from Heads of Terms. Maybe include details of s106 here and key features such as Joint Venture for development delivery, Public Open Space Spec and company etc. (HK can help with this)
- :- Gantt chart – needs updating. GL/TB to seek assistance from JS

*GL and TB requested to take feedback above on board and provide updated versions for next board meeting.*

#### 6. Management accounts to 30 September 2021

We have paid £1807 legal fees and we are committed to a further £1,700 which is available from the bank balance of £3,748. We need to keep an eye on the remaining grant funds from Arun DC and may want to approach the Town Council as and when we need further funds e.g. for community engagement.



**7. MP's meeting for CLTs held 1 October 2021**

DG, JS and TW had attended and said it had been really useful to meet with and hear from other CLTs. JS had raised the issue of CLT projects on greenfield sites until AOB and AG had responded in terms of his general frustrations about the planning system. He has said he supports CLT housing so this implies he supports the Arundel CLT's project. We will seek to clarify further through proposed coverage in next issue of The Bell (see above).

**8. ACLT AGM and fete – Saturday 20 November**

MP and GL will attend what they can so Arundel CLT will be represented and hear feedback directly from these two Directors. HK/MP to remind GL to register.

**9. Membership Applications**

Roger Eve, subject to receipt of completed form and payment.

It was noted that there are still partners/family members of CLT Directors and Town Councillors who are not yet members but could be encouraged to apply.

**10. AOB**

DG will represent ACLT at AiRs event on Sustainable Design, 24 November. (Not too late for others to register if interested).

HK reported an email from Wessex Community Assets explaining their restructuring and separation from the housing enabler support in their area. Our contact who had helped us with Rules and FCA Registration, Diane Moore, is still there.

**11. Date of next meeting**

7pm, Thursday 2 December at 41 Torton Hill Road.

