

## MINUTES OF ARUNDEL CLT BOARD OF DIRECTORS MEETING

THURSDAY 2 DECEMBER 2021 at 7pm  
By ZOOM video-conference

**Directors present:** Tom Basham (after 7.15pm); Wendy Eve (Deputy Chair); Darrell Gale (Chair); Graham Lane (Deputy Treasurer, after 7.15pm); Martyn Pettifer (Minutes); James Stewart (Treasurer); Paul Summers.

- 1. Apologies:** Cllr John Bradley ATC, Hilary Knight; Marc Rankin; Tom Warder (Action in Rural Sussex).
- 2. Minutes of meeting held 18 October 2021 APPROVED** and signed as correct record.
- 3. Matters arising not elsewhere on agenda**

Visit to Wickham – to be arranged in the New Year via PS when DG available.

Arundel Stakeholders Group Meeting – HK had circulated a note of this meeting she had attended on 15 November which included a copy of the Chairman John Paton's email circulated with the Minutes (available via HK). Next Meeting 21 February 2022 (HK to attend).

The Bell – December edition had been published to include coverage of the meeting of Andrew Griffiths MP with local Sussex CLTs. Photos included attendees DG and JS .

NCLT Virtual AGM and Fete – MP had circulated note about attending the afternoon session about On Line Community Engagement. Of the 20 or so 'attendees' a few had initial problems with Zoom use and connections, which increased after Break-out into 4 separate groups and, particularly, the use of so-called 'Whiteboard'. MP, who had been connected via mobile, suffered serious issues towards the end of the session, emphasising the need for organisers to recognise limitations of technology. Otherwise, main lesson learnt, unsurprisingly = "All groups are Hard-To-Reach"

NCLT Sustainable Design Seminar 24 November – DG had 'attended' this "excellent" event, covering 3 presentations as follows :-

- Norwich Council-led development of 150 homes
- Brighton university lecturer's involvement in RIBA award-winning CLT scheme
- Angmering CLT's proposed high quality development at Roundstone Lane, featuring issues of connectivity due to distance from the village.

#### **4. Board Development Session 18 November**

There was general agreement that the session had been valuable, well prepared and presented by Graham Maunders, a light touch facilitator from Sussex Community Housing. Eight Key Actions for the future had been listed and circulated.

Directors agreed there was a need to consider the simplification of formal Statements, Rules, Manifesto, etc so they could be easily understood and communicated. The meeting felt that a Working Group might be most effective in taking these forward, perhaps including another Workshop (with GM?). DG/HK to review and diarise early in the New Year.



## 5. Ford Road

Section 106 – Comprehensive update had been circulated by HK. It was noted that authorisation / commitment for increased legal fees up to £3000 for additional work on the Shared Ownership Agreement / Social Rent Allocations had been agreed by Email involving a few Directors rather than the full Board. The meeting endorsed this commitment, whilst recognising the need to make allowance (if necessary) in the Rules for similar pressing authorisations. MP commented that the fees quoted by Mirkwood Evans Vincent were, in his experience, reasonable and value for money bearing in mind Corinne's expertise and industry.

### Meeting with Alastair Deighton -

JS reported on meeting with AD on 22 October. HK had also been there. AD is very supportive of ACLT and the development, seen as a legacy project for the Norfolk Estate. Plan A was moving forward with drafting of Heads of Terms with Esquire who have been selected from a shortlist of others with relevant track records

1) Esquire will be developer JV partners with Fitzalan Estate (formerly Norfolk Estate). Heads of Terms are in the process of being prepared. The JV vehicle is being used so that the Norfolk/Fitzalan Estate can retain control and create a true legacy.

2) There may be covenants on the houses, as there is with many of the older Estate houses in and around town, covering requirements for permission to be sought for any changes etc. NB for ALL houses, not just the open market ones.

3) The houses will all be tenure blind, which means that people looking at them would not be able to tell which are the affordable and open market ones

4) Esquire could probably run the Mgt co (looking after the open space) initially then it could be taken over by a residents association or the Estate (to retain legacy)

5) S106 agreement largely done (later signed).

GL reported that AD had told him NE was planning to finish the development by Q1 in 2025.

Joint Press release with ATC – draft had been circulated. Any comments to JS.

Joint Venture – NE comfortable with smaller company choice, who had been keen to support and leave legacy development. JS noted that the Aster offer was likely to be acceptable.

E-Form for Nominations – HK to continue working with Arjan on earliest launch to community.

## 6. Annual Review of ACLT's Plan and Risk Register

TB / GL reported that the documents were almost ready. They would be circulated for comments the next day, 3 December, for Email discussion thereafter and final completion before the end of December.

## 7. Website annual payment

£62-38 authorised by the Board for payment to Krystal Holdings (via JS's credit card).



**8. Membership applications**

John Paton's application was unanimously approved.

**9. Any Other Business**

None

**10. Date of Next Meeting**

**THURSDAY 20 JANUARY 2022**, probably by ZOOM as Arundel currently rated highest in W Sussex for Covid infections (mainly amongst under the 14s).

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