

**Minutes of meeting of Arundel CLT Board of Directors held Thursday 19th
October 2023 at Arundel Town Hall**

Present: Nick Chalk, Caroline Elderfield, Wendy Eve, Hilary Knight, Martyn Pettifer, James Stewart, Paul Summers.

1. **Apologies** – Tom Basham, Tom Warder, Graham Lane, Amelia Lazareski.
2. **Minutes of last Board meeting held 21 September 2023** - agreed and signed.
3. **Minutes of AGM held 27 July 2023** – presented for review by Board members by Monday 23 October. HK will then finalise to go on website. One typo from MP
4. **Co-option of Graham Lane as Director.** unanimously agreed.

Resignation of Amelia Lazareski. accepted. Motion of thanks to Amelia for her service to ACLT agreed.

5. **Board team-building/shaping ACLT's strategic direction beyond Ford Rd project:**

9 November meeting at 7pm.

TW to facilitate. Backward view. Review of practice, organisation to date.

7 December meeting (online) at 7pm.

Educational meeting: inputs from Karl Hine of Aster, Tom Warder, speaker on Share Issue tbc. Invite all ACLT members.

25 January 2024 starting 4.45

GM to facilitate team building session on strategic shaping of future agenda beyond Ford Road project. HK to check carry forward items from previous away day (Vision, Mission, Values etc.). Meal in town after.

6. **Ford Road Project**

Construction: Works have started on site.

Legal: work on contract documentation proceeding. Need to confirm that previously discussed extra specifics have been added to contract document e.g. Service Charge apportionment between market and Affordable homes. These matters can be raised at the 30 October meeting as below.

Esquire/NE meeting on 30 October in Arundel.

Matters to be considered at this meeting:

Construction - update on time scale/ site manager.

Green Space - specifications, rights of way, gifted land still listed as going to ADC, etc..

Management Company - updates on Heads of Terms/ contract terms eg. covenants.



Aster: Service Charges - HK to request further exemplification from LC re. formula for charges on number of bedrooms. Also, are the earlier figures quoted (£83,000 and £17,000) still valid? JS to calculate exact number of bedrooms.

Local Lettings Agreement. HK reported back on meeting with ADC and TW. Issue of reviewing financial thresholds for Social Rent raised but Government have not changed Local Housing Allowances so may not have as big an impact as needed to reflecting changing housing market and need to access AH.

7. **Accounts to 30 September 2023** - Noted

8. **Membership Applications** - none

9 **Correspondence** – CLT member living on Ford Road about construction traffic. Referred to Esquire who confirmed HGVs should be arriving from south.

10 **Matters arising not elsewhere on the agenda.**

FCA return with Full Year end Accounts has been submitted

Bell -_not this time,

Actions from previous board meetings. – noted. HK needs to look at Box.

11 **Any Other Business.**

12 **Date of next meeting.** 9 November, 7pm Town Hall tbc