

**Minutes of meeting of Arundel CLT Board of Directors held Thursday 21
September 2023 at Arundel Town Hall and online.**

Present: Nick Chalk, Caroline Elderfield, Wendy Eve, Hilary Knight (online) Martyn Pettifer, Graham Lane, Paul Summers.

1. **Apologies** – Tom Basham, Tom Warder, James Stewart.
2. **Minutes of last Board meeting held 17 August 2023** - one typo change to heading. Otherwise agreed.
3. **Minutes of AGM held 27 July 2023** – draft for website not yet available (HK)
4. **Updated Risk Register** – TB had circulated updated version. Agreed as fit for purpose until discussions later in year and in New Year 2024 about projects beyond Ford Road.
5. **FCA Annual Return** - HK had difficulty downloading a copy to circulate to board. Agreed with PS and MP would come to her house to check on her PC on behalf of full board. Needs to be submitted by 31st October. HK asked GL for signed accounts to be uploaded as part of the submission.

6 Ford Road Project

PS and HK reported on September 11th on-line meeting with Henry Arundel, David Braddon of Esquire, and Lizzie Clarke, Aster. It had been a very useful meeting and a further meeting will be held in Arundel on 30 October.

More details in email from HK circulated 13 September to all board members.

7. Membership Applications. none received.

8. Correspondence.

National CLT reminders about upcoming training sessions.

9 Matters Arising not elsewhere on agenda.

Aster Data Sharing Agreement – ACLT aspects ready and passed to Lizzie Clarke for signing.

Travel Plan - HK comments submitted to ADC. Thanks to NC for input.

Proposal for board 3 stage strategic review and planning process agreed:

November - backwards look since ACLT set up; reflections on Ford Road project; reflections beyond Ford Road project specifically - what's gone well, etc..



December - Webinar style online – education - what is needed to ensure more AH in Arundel; raising funds for more AH; potential case studies and briefings; Tom's Cambridgeshire 2018/2019 example, how did it work out?; CLT share issues; grants.

January: Team Building and Forward Planning: Directors getting to know each other; planning year ahead; next project?. Vision/objectives, etc..

Updated list of actions from previous board meetings noted with following comments:

Heads of Terms and Legal Agreements - Corinne has been back to Aster solicitor as current lease does work for CLT project. Otherwise looking ok but need to keep up pace as Aster will not get final internal approvals until ready to sign.

Police Station - HK to follow up.

Residents Questionnaire - Need to obtain more info.; HK mailed ACLT questions to Mayor.

Company Archive on Box - HK has not yet tried to log in or assess from Company Secretary point of view.

Thanks to Andrew Griffith - HK has written to thank for letter of 20 July enclosing letter to Minister in support of CLTs.

Farmers' Market - HK & PS may be available for October; list of dates to be added.

10 Any Other Business

Members Newsletter – update members about, and since AGM; Affordable Housing enquiries and registration

CE in touch with member (Liz Maidlow) about coming to a board meeting.

11. Date of next meeting 19th October, 7pm Town Hall

Apologies, Nick Chalk

