

MINUTES of meeting of Arundel CLT Board of Directors held 9 May 2024 at Arundel Town Hall

Present: Tom Basham; Nick Chalk (minutes), Wendy Eve, Hilary Knight; Martyn Pettifer; John Morrison (ACLT member and prospective director), James Stewart, Paul Summers (Chair)

1. **Apologies:** Caroline Elderfield, Tom Warder; Graham Lane (misunderstanding over change of date)
2. **Minutes of last Board meeting held 18 April 2024** approved and signed with manual correction on page 1, Item 2, first line – reference to Item 4 changed to Item 3. Also, page 2, typo had been corrected since draft minutes issued – now reads 'School Visits – David Braddon had not yet responded...'

PS thanked MP for chairing the April meeting.

3. Ford Road Project

Contract for Sale and Lease - nothing has changed since last meeting

Management Company – report back online meeting with Aster 30 April (HK, JS, MP) – useful and positive meeting understanding how Aster is structured internally and meeting some of the Heads of Service. Completion now expected 2026. Aster will have the 27 votes for the 27 homes unless a shared owner buys 100%. Tenants have access to 'my Aster' where they can raise any issues. Aster will have a officer who is responsible for relationship with Managing Agent.

Open space – HK email to David Braddon – carry forward.

School visits – Nothing from David Braddon yet. Send a gentle reminder or telephone call? Could speak to Alex (Site Manager)? Portfolio of photos would be a useful teaching resources.

4. Membership applications - none

5. AGM including Financial Statements and amendment to Financial Regulations for recommendation to Members

HK had circulated full Standing Orders to enable directors to see context for proposed changes to Financial Regs. WE queried section which says no minimum age as being inconsistent with reference to age of 11. HK drew attention to the margin cross reference to Rule 12 about child members, and why the governance group had added more detail in Standing Orders about how this would be achieved. WE suggested that under 11s could hold shares without votes and needing to sign up to Code of Conduct etc.. Other points made about countersigning by parent up to age 16; question about what age does a child's signature become legal. HK said this all related to other issues within the Membership Application Form that need addressing that she would welcome assistance with since it is not getting priority for her time at the moment.

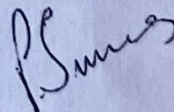
Directors' nominations – advertised in Members Newsletter sent 27 April – cut off date, noon, Wednesday 5 June – form and reminders sent to WE, HK, GL, JM and JS. No other queries or approaches.

Board review of Financial Statements to be presented to AGM – 3 director review had been conducted by JS, PS and HK. Confirmed ready to go to AGM as recommendation from board.

6. Strategic Plan

How to reference green infrastructure?

- Most we can do is lobby?



- Linked to affordable housing projects which is a key aim
- we are the only group focused on affordable housing, there are other groups for green matters

What is our answer to a member who says 2028 is not a very long period to look forward?

- this is a normal time frame for organisational/corporate plans
- realistically in three years all we can do is complete Arundel Gate and identify next project
- some directors will come to the end of their 9 years by 2029. Next people need to be found. That's one reason for the plan covering this period.
- Neighbourhood plan review could have an impact on our plan

Next stage to put together a presentation for AGM. After that document can be updated and finalised for sign off by board.

7. Correspondence

Lizzie Clarke (29th April) – Tenure blind: exterior will be tenure blind, interior will be in line with Aster policy. Aster to consult ACLT where possible.

8. Matters Arising not elsewhere on agenda

Grant application to ADC has gone in. Timings not yet confirmed. JS asked for £4.5K.

9. Any other business

HK has interview to be trustee of CLT Network

10. Date of next meeting

AGM, 20 June
First board meeting after AGM tbc

