

**MINUTES OF MEETING OF ARUNDEL CLT BOARD OF DIRECTORS HELD 19
JANUARY 2023 AT ARUNDEL TOWN HALL**

Attendance : Nick Chalk (joint minutes); Caroline Elderfield; Wendy Eve; Hilary Knight (joint minutes); Graham Lane; Martyn Pettifer; Marc Rankin; James Stewart; Paul Summers (Chair); Tom Warder.

1. Apologies – Tom Basham, Amelia Lazareski

Happy Birthday to Tom. Good luck to Amelia in her mock exams.

2. Minutes of last Board meeting held 15 December 2022

HK read out some amendments from Lizzie Clark. APPROVED with these amendments. HK will produce final for Chair to sign later.

3. Matters Arising not elsewhere on agenda

VACC – liaison person to make best use of our membership: JS to start with

Change of bank signatories - completed

Copy deadline for The Bell 27 January- debate about whether to mention police site specifically as our next project in line with Neighbourhood Plan as a positive story. MP cautioned upsetting Police Commissioner at this stage. Decision to just mention brownfield sites without being specific. HK will check with Gill Farquarson how many words she can allow and draw attention to links to article by Jenny (?) about Community Forest which we understand is also being submitted.

Members Newsletter – draft copy had been circulated to all board members and feedback received which will be taken on board. As above re police site. Public realm will be for whole of Arundel, not just residents of the new estate. Clarification of positive role of covenants without specific reference to solar and AirBnB: 'Norfolk Estate have indicated they will put covenants in place to address issues raised at consultations'.

4. Other Actions arising from previous board meetings - updated list circulated.

Wickham - Wendy, Caroline, Paul, Hilary, MartYn definitely interested

MP round-table with CLTs TW has received reply from Andrew Griffith about next roundtable: refers to his busy schedule, later in the year on a Friday. Asks TW for update in the meantime.

5. Quarter end accounts to 31 December 2022

These had be circulated by email from JS that morning.
£3600 provision for legal fees includes items in 2019 quotes that have already been paid for. HK pointed out quotes for remaining items may need revisiting when we have

PSummers

further information about the Heads of Terms that Esquire and Aster have been negotiating, and, as we develop our understanding of the Management Company. JS emphasised budget provisions do not need to be used and the period until ACLT gets income from ground rents is still a couple of years away at least.

Agreed to stop zoom subscription, saving £180 a year. TB to be asked to cancel with zoom, JS to cancel DD. HK offered use of her paid-for personal account and others indicated willingness to re-start meetings after 40-minute cut-off.

Accounts were NOTED.

6. Membership applications

None. Community Fayre on 11 March is good opportunity to recruit.

Roving presence at Farmers' Market - PS to lead. HK not available February but could do March

7. Ford Road update

Meeting with Norfolk Estate 5 Jan

JS had circulated an email summarising points from the meeting and some board members had followed up with comments and questions. JS said it was a friendly meeting.

Mayor would like to gauge public opinion on ATC plot. Going to survey whole town, to be done before May election. Looking less likely there will be a building. Perhaps a 'growing area'.

ACLT correspondence with ADC Housing Strategic lead (Gillian Taylor) about new AH layout being an improvement has been acknowledged.

zoom meeting with Aster to review revised AH layout - really helpful meeting

still no final agreement between Esquire and Aster

Advice on negotiating position and legal formalities for Management Company - could we get advice from other CLTs and other places? TW and HK to follow up.

Email from Mary Peach, 12 January Change of emphasis from Children's Forest project to tree planting. One hectare needed for Forestry Commission partnership. Currently more like 0.6 hectare suggested. Topic for Steering Group to address if Esquire/NE not responsive. JS noted that Mary's email of 12 January refers to 'acquiring' and wondered if that terminology is significant. Waiting to see what Andy makes of it. Mary Peach is keen on working with Forestry Commission and now branding as 'Arundel Community Forest'.

- Steering Group set up

P. S. *Summers*

Terms of Reference from November/December were reviewed: view of meeting was to go for initial membership of core partners only e.g. S106 parties. That would mean set-up members are: Norfolk Estate, Esquire (not beyond construction?), ADC officer (perhaps also a councillor later?), PS for ACLT, MR for ATC (if they agree to nominate him). ATC could be a community representative.

Who sets up steering committee? Could be ACLT and/or NE. Appoint Chair and Secretary at first meeting.

Mary Peach/Community Forest, could be invited to some meetings as for other topic-based discussions referenced in the ToR. Steering Group could engage Dalloway and other neighbours through leafleting, open day, workshops etc.

Meetings may need to be more frequency than quarterly initially.

- Briefing on Service Charges? Steering group will need to follow up. What do other CLTs do? TW to look for examples. Aster could also help.

JS will contact Andy Wilford for a phone call to follow up these and other matters relating to RM (e.g. heat pumps specification not resubmitted?)

8. **Police Station site project**

Draft ACLT plan with proposed objectives for ACLT discussed. Emails from ACLT members John Godfrey and Darrell Gale had also been circulated. Next steps:

- Seeking first refusal from Sussex Police to purchase site
- Would need to have the funds to be ready to make offer
- Ask Katy Bourne, PCC, for meeting, update Andrew Griffith MP
- Keep alignment with Neighbourhood Plan

Draft emails (to Katy Bourne and Andrew Griffith) approved – with amendment as suggested by MP.

9. **Correspondence** – CLT national network emails go to all board members

10. **Any other business**

Contact new Green Councillor to brief him about ACLT
Community Fayre, 11 March: rota for stall: James, Caroline, Marc and Wendy

11. **Date of next meeting** – Thursday 16 February 2023 – apologies Nick Chalk

PS