

**Minutes of ARUNDEL CLT BOARD OF DIRECTORS MEETING  
held 26 May 2022 at Arundel Town Hall**

Attendance: Tom Basham; Wendy Eve, Darrell Gale; Hilary Knight, Graham Lane; Martyn Pettifer; Marc Rankin; James Stewart; Paul Summers; Tom Warder (Action in rural Sussex). Also, Caroline Elderfield, CLT Member.

**1. Apologies for absence – none**

**2. Minutes of board meeting held 21 April 2022** approved subject to correction of some typo errors.

**3. Matters arising not elsewhere on agenda**

- Bell – June publication copy filed. Next deadline 29 July.
- Risk register – specify risks for which insurances are mitigation + ADC (HK to do)
- Cllr John Bradley – formal thanks
- Love/Visit Arundel website - £30 to ensure our update is done on timely basis
- Scrutiny of financial transactions audit trail for AGM – JS/GL – TB and PS
- Neighbourhood Plan housing allocation sites/Community Share issue – away day type meeting 4.30pm followed by meal in town – c/f
- DP Policy and Standing Orders updated

**4. AGM**

Change of date - notification sent to all members by email 27 April.

AGM Notice - 21 days including advertise Director vacancies. Also cut-off date to consider new membership applications (could be special board meeting with quorum of 4 or 3 Directors by written decision)	By 9 June
Director nominations - cut off - 14 days	By 16 June
Director nominations shared with members	Say, by 23 June
AGM	30 June
1st board meeting after AGM - board elect officers etc.	11 August

MR and TB will stand again. Caroline E. and Amelia L. also going to stand.

Arrangements for 30 June: no screen/projector - printed financial statements on chairs). WE volunteered to take responsibility for refreshments.

**5. Ford Road Project updates**

Aster/Esquire financial and contractual discussions – TW reported negotiations are still underway and there are some remaining 'stumbling blocks'. Esquire (Paul Henry) reported to be saying (at meeting with Earl Henry) 'within touching distance'. Aster concerned about unusual and unacceptable contract terms – Karl had sent a comprehensive email to Esquire about these. Legal advice to Aster is that most/much

  
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of what Esquire request cannot be done. Issue around request for 'bond' will be addressed through increased in retention fee to share risk. Karl to run through proposed compromises with Aster Development Director following day. HK queried whether any of this indicates lack of commitment or flexibility on Aster's part.

Report back on visit to Kent/Esquire Developments 4 May (DG, HK, WE, CE, TW) – detailed and positive reports back from those involved. The visit included robust discussion at meeting at Esquire's office with both Directors and Head of Planning, followed by visits to two sites at or nearing completion and occupation. Affordable housing and quality of homes on both developments was good and distinctly better than many current new build schemes in Kent and Sussex.

Concern that timetable for public consultation (24 May) is not realistic and location (Norfolk Arms) queries – leading to decision by Esquire to use Baptist Church instead. Also concern about difference in thinking about green space (who is it for? 90 residents or wider public?). Role of Management Company also raised.

Report back meeting with Alastair Deighton 3 May (HK&TW); phone call (JS, 17 May) – board updated. All in line with visit to Kent and further online briefing held 23 May.

Report back on Esquire online briefing 23 May (JS, MP, GL, HK) – all in line with earlier meetings: briefing was led by Andy Wilford, Head of Planning at Esquire.

Open space – Pocket Park connectivity and Children's Forest (HK-Mary Peach 16 May) – liaison proceeding positively.

13 June Esquire public exhibition and CLT involvement: HK and JS have provided detailed feedback on the two 'ACLT' banners. There is a special Town Council session mid-day to 1pm. CLT will be present 1pm to 7pm

CLT hosted meeting Tuesday 21 June 6pm – for CLT members - arrangements in hand with speakers from AiRS, NE (Alastair Deighton confirmed), Esquire (confirmed) and Aster (in event, Aster unable to provide speaker).

There will be a meeting on 30 May to discuss clustering of Affordable Housing: Karl Hines, Tom Warder, HK, Js and DG.

Suggested we ask to visit a nearby Aster development including meeting tenants e.g. Yapton (HK)

## 6. Membership applications APPROVED

Christine	Fowler	13 Mount Pleasant	£1 BACs 3 May - Lloyds bank account checked by HK
William	Louis Bauress	25 Courtlands Close, Goring-by-Sea	£1 cheque via Arundel Post Office 13/5/22
Christopher	Antony Warren-Adamson	1 Clayhill Cottages, Warningcamp	£10 joint cheque Arundel P Office 25/5/22
Joy	Heather Warren-Adamson	1 Clayhill Cottages Warningcamp	£10 joint cheque Arundel P Office 25/5/22



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7. **Voluntary Action for Chichester and Arun** – email from new Chief Executive considered. Offer to come along to future meeting to explain how membership of VAAC can be of benefit accepted (10 minutes suggested).
8. **Any other business** – HK referred to the email she had sent to WS Police about the Police Station site following conversations with Mayor of ATC. We have not found a date for agreed to have a special meeting to explore Neighbourhood Plan site allocations.
9. **Date of next meeting Thursday 11 August 2022, 7pm**



03/08/22