

## Minutes of the meeting of the Colerne CLT Board of Trustees on Tuesday 12th March 2024

**Present:** Jane Mellett – Secretary (JM); Peter Mellett (PM); Clive Spencer (CS); Paddy Harmon – Interim Chair (PH); Brian Burchfield (BB); Anne Nicholas (AN).

		<b>Action</b>
1	<b>Apologies</b> Ally Minch; Hilary Holman.	
2	<b>Matters arising from the minutes of the previous meeting held 23rd January 2024</b> a) Clive attended ( <i>via</i> Zoom) the National CLT Network update on the community housing fund and associated lobbying; they want CLTs to "push the boundaries"; Clive will circulate his notes for the next meeting. b) Brian reported that the owners of the site on the far parish boundary have withdrawn. c) Interim Chair: Paddy will fill this position until the AGM (planned for September). <b>Acceptance of the minutes of the previous meeting held 23rd January 2024</b> Unanimously accepted by the meeting as a true record.	
3	<b>Financial Statement</b> Hilary's document "Cash flow for 2024–2025" was circulated, summarising the topics: Balance Sheet, Bank Account 2023–24, Budget 2023-24, Cash Flow for 2024–5, Nominal Ledger 2023–24, Overview and Petty Cash 2023–24, and Actions. Against this background, Jane reported that £200 is expected from the PC at the start of their financial year (April). However, projections on current conditions indicate that we shall be hard pressed to pay the 2024–25 National CLT Network subscription. The website fee of £74 must be paid imminently. The hope is to access the new Community First funding (see Item 4 below) but the first tranche has yet to materialise from WC (see also Item 4.2, January 2024 meeting). The National CLT Network is now focusing on organisations at our evolutionary stage and membership also gives access to their database and networks; the meeting agreed that it is worth our renewing. Membership will certainly be useful when we have started a project. There was broad agreement with Brian's advice that we ask the question: "What do we want to accomplish?" – and then work backwards from that.	

4	<p><b>Report on meeting 12th February 2024 JM/PM/CS with Trevor Cherrett (Chair of Wilts CLT), Jeff Bishop (NP consultant) and Geoff Haslam (planning architect for community-led housing schemes)</b></p> <p>a) We are aiming to access the new Community First funding scheme, without which we shall not be able to pay the full WC fees demanded for planning pre-apps (£4,000+ for our four prospective sites). Jane will approach Brian Mathew to explore the possibility of <i>'outline'</i> planning pre-apps'.</p> <p>b) Trevor noted that Wiltshire Council had a large tranche of money several years ago to fund community-led housing. A partnership with the Homes of Our Own was established; however, WC pulled out at the end of last year (2023). The latest county-wide scheme is a joint venture run by Wilts CLT and Community First, but is still waiting for funds from WC. Trevor's organisation is in the process of relaunching – with additional support from DEFRA and other organisations to provide affordable housing in rural areas across Wiltshire. This group will be employing a Rural Housing Enabler.</p> <p>c) The brief for this new body and its employee certainly includes the likes of Colerne CLT in its brief, even though we are at a very early developmental stage. Trevor anticipates that 'pre-development' funding will become available March / April to cater for set-up and other pre-development work, including legal planning fees. When this stage is completed, partnering should proceed with Middlemarch community led housing enablers (which takes on CLTs at an earlier stage ) or a local rural Housing Association such as White Horse HA.</p> <p>d) Local CLT planning should start from a Housing Needs Survey – positive news to hear that we have already completed this exercise. Colerne CLT should pick a site or sites and then push e.g. trial three sites with the WC planners – which will start the process of establishing a relationship with them – and hope that they finger one.</p> <p>e) Trevor has a contact (Steve Walker) who carries out land evaluations from the CLT point of view. He is a viability studies specialist who can push back against developers' estimation of viability. If partnering with a housing association, they are experts at CLT site appraisal. When to get a housing association on board is a serious decision for us to make.</p>	
5	<p><b>Report on potential sites</b></p> <p>a) As a result of the meeting at Item 4 above, Jeff Bishop has provided outline appraisals (copies circulated) for the four sites currently in the frame. Each site was assessed in terms of vehicular and foot access, connection to the central village, Green Belt and Cotswold National Landscape (AONB) status, main services (water, energy, sewerage) access and 'attitude' of the current owner.</p> <p>b) After extensive discussion, the meeting agreed to pursue the development of one site, starting with an exchange of letters of intent with the current owners. Development would be through rural exception. Jane will contact (i) Geoff Haslam to clarify the letter of intent format and (ii) the land owners to check current interest and to start the process if still favourable.</p> <p>c) If the owners of this site have lost interest, then Jane will contact the agents of our 'second choice' site and also contact Steve Walker (Item 4.e above) for his support and advice.</p> <p>d) Jane will also contact Middlemarch to clarify the point at which they begin partnering with CLTs.</p>	<p>JM</p> <p>JM</p> <p>JM</p>
6	<p><b>May Fair – 11th May</b></p> <p>Based on our experience of previous years, it was agreed that the May Fair is not an appropriate venue to attempt awareness raising and recruitment.</p>	JM

7	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>a) It was formally agreed to renew membership of the National CLT Network for 2024–25.</li> <li>b) Clive reminded the meeting of the Wiltshire and Swindon <i>Green Open Homes</i> initiative and the opportunity for a free home energy survey.</li> <li>c) Recruitment of members with finance and business skills: Jane is including in our Parish Magazine advert; she will send copy to Brian for upload to Facebook.</li> </ul>	JM/BB
8	<p><b>Close – date of next meeting</b></p> <p>The meeting closed at 9:00 p.m. <b>The next meeting will be held on Tuesday 21st May, 7:30 p.m. venue TBA.</b></p>	