

COMPANY NO: 11463703

**SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 15<sup>th</sup> MARCH 2023**

*Meeting held via Microsoft Teams at 12.30pm*

**Directors present:**

**Chair: Drew Powell** (South Hams District Council; **Steven Williams** (Brixton PC); **Jenna Waters** (Vistry); **Louise Yung** (Taylor Wimpey),

**Andy Tinnelly** (Brookbanks), **Ed Whitelaw** (RIO)

**In attendance and Notetaker: Judy Talbot** (Trust Coordinator)

<b>1.</b>	<b>Apologies:</b> <b>Kathryn Deeney</b> (Plymouth City Council); <b>Jason Allen</b> (Devon County Council).
<b>2.</b>	<b>Declarations of interest:</b> Jason, Kat and Chair work for Local Authorities which are involved in the delivery of the new Town. Jenna works for Vistry, Louise for Taylor Wimpey.
<b>3.</b>	<b>Sherford Vale Football Club:</b> Judy introduced Ross Allen and Dan Thorp from Sherford Vale Football Club to Directors. They discussed the progress of the Club and at present they use the school pitches. Andy confirmed the timescales for the opening of the all-weather pitch which will be in June/July. The access with ramp and steps is complete. They are currently working with Argyll Community Trust who will manage the pitch and tennis courts. The Eastern pitches have had drainage put in and the access needs to be designed. It is hoped that the pitches will open for the cricket season next year. There will be four changing rooms; two for cricket and two for football. There will be two junior sized pitches.  Ross and Dan requested that the Club might have priority to use the pitches as their home base. They offer sessions for most age groups and have a wide membership now in Sherford. Directors stated that they are welcome to submit another grant application in time and also may approach the housebuilders for further sponsorship in the future. Ed also gave his details to them in order that they can be kept informed of the community panel project-work, especially in relation to the youth element.  <ul style="list-style-type: none"><li>• <b>Andy to send Judy contact details for Argyll Community Trust.</b></li></ul>
<b>4.</b>	<b>Actions and Review of Minutes:</b> Directors were not quorate so minutes could not be approved. These and all other decisions will be deferred to April's meeting.
<b>5.</b>	<b>Brookbanks Update:</b> Andy gave an update on the development. The planning infrastructure for Area 3 will be in at the end of March. The Business Park is progressing with sale agreements to developers for the parcels of land to be completed by the end of 2023. The infrastructure will be going in early 2024.  The Local Retail Centre is in the final agreement stages with solicitors. The developer will apply for planning and then it will take approximately two years to build out.

A temporary shop is being proposed and one expression of interest has been submitted. It is possible that it could be up and running within six months. The location has not yet been agreed.

The planning application for the Primary School extension is ready to be submitted. It is hoped that it might be open later in the year.

The Leisure Centre is progressing and Sport England are working through some queries with Plymouth City Council. The agreed operator LED Leisure have a financial shortfall so the Consortium are working with them to resolve the budget gap.

The traffic calming plan along Sherford Road is waiting for PCC Highways to give the go-ahead. Steven raised the issue that two main access roads will be closed at the same time; Red Lion Hill and Sherford Road. The latter will hopefully remain open with a one-way system.

**6. RIO:**

The contract is currently with SHDC's solicitors for final amendments and will then be sent back to RIO.

Ed confirmed that he and Amy are now in the hub every week when Judy is also there. Community members have been calling in to discuss various matters. The panel are now meeting monthly and the working groups are beginning to be formed over the next month.

There will be a governance workshop towards the end of the month. Ed has been reviewing the suggested amendments of the Articles of Association. It would be useful soon to discuss proposed amendments with the Trust as well.

- ***Drew to send back the contract to Ed once finalized by solicitors.***

**7. Coordinator update:**

Judy updated Directors of progress over the last month. A query was raised by the Community Panel about the Trust's accounts being published. These are available on Companies House for anyone to access and Judy will provide the link for these on the Trust website once they have been finalized in April.

Directors discussed the need for a procurement and financial framework to be implemented. RIO have some proformas that could be adapted so will progress these areas.

**8. Mainstay:**

Judy has been clarifying the Trust fee invoices for 2021 and 2022 with FirstPort. These were issued to FirstPort some months ago. It was agreed by both housebuilders that the completions in 2022 would be collected via solicitors as previously in 2021.

It has been confirmed that the Trust fees are index-linked so this will be implemented early 2024 for the 2023 collections. Jenna confirmed that it had been agreed some time ago that FirstPort would make all Trust Fee collections moving forward.

- ***Judy to relay the details back to Firstport and chase for an issue date.***
- ***Judy to find out from Ian S. whether the index-link is RPI or CPI.***

**9. Hearing Loop:**

Judy had been given a contact from the Over 50s group for the RNID. They provided their partner company details and another quote was sought. This seemed to be more

reliable with the metal loss detection tests built into the quote. A full survey would need to be carried out first to see if it was feasible and workable.

- ***Judy to find out the cost of the survey and email details to Directors for approval to go ahead. Judy will oversee the survey and find out how the system would work to feedback to Directors.***

**9. Date of next meeting:**

Wednesday 19<sup>th</sup> April at 12.30.

Meeting closed at 14.00 pm.