

COMPANY NO: 11463703

SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 20TH DECEMBER 2024
Meeting held at 10:00 am on TEAMS

Directors present: Chair: Drew Powell (South Hams District Council); Louise Yung (Taylor Wimpey); Steven Williams (Brixton PC); Jason Allen (Devon County Council).

In attendance and Notetaker: Judy Talbot (Trust Coordinator)

1.	Apologies: Andy Tinnelly (Brookbanks); Kathryn Deeney (Plymouth City Council); Emma Warden-Nevins (Vistry); Ed Whitelaw (RIO)
2.	Declarations of interest: Jason, Kat and Chair work for Local Authorities which are involved in the delivery of the new Town. Emma works for Vistry, Louise for Taylor Wimpey. Louise moved to Sherford and is now a resident homeowner as of December 2023.
3.	Actions and review of minutes: November's minutes were reviewed and approved by all Directors present. <ul style="list-style-type: none">• <i>Drew to chase Kat on the Articles' sign-off. Awaiting Kat to appoint new alternate Director in February and also chase up on bank forms.</i>• <i>Judy and Drew to arrange an appointment with Co-op Bank to transfer accounts to their Community account for not-for-profits.</i>• <i>Judy to chase Richard Plant re. CLT completion fees from 2022 and 2023.</i>
4.	Brookbanks update: No update received. November's update circulated.
5.	Coordinator update: Judy discussed her recent update with the main points: <ul style="list-style-type: none">• Michelmores are now progressing with the legal brief and advice on fee enforceability and membership. Judy is in communication with them over various documentation now all received. Report to be completed by early January.• Policy documents have been drawn up and worked on with RIO. Training completed for Health & Safety. Final hub documents to be received still from RIO.• Making good progress with the Heritage Plan. Visit to the Box in September and Maker Heights visit completed in October. Community Heritage evening held on 4th December with around 70 people attending. Good interactive evening with input from SHDC over 'Naming the Green Spaces', speakers from the Box and the resident Archaeologist. Skills training planned for the Country Park Group in February and April will complete the activities for the Heritage Plan.• The Xmas weekend celebration was held on Saturday 14th December from 11am to 4pm. The day consisted of a Craft Market in the School Hall from 11am to 3pm and the Hub housed Santa's grotto along with some Children's Arts and Crafts activities. There were food and drink vans in the Square and Carol singing led by the Church, the School and Community Choir from 3.30pm. Around 400 people attended.

- Midwife team planning to vacate the room in the hub towards the end of February. Judy and Jason to meet in February to discuss logistics of Library funding and fit-out of the room for the library space from beginning of April.
- Skills Centre to be discussed again in January in relation to the possible funding from the NHS for the fit-out. To discuss trigger points from s.106 with regard a permanent surgery.

6. Firstport CLT fee:

Judy received correspondence from Firstport regarding the CLT fee invoices and related queries. A meeting is scheduled for late January once the legal advice has been received and considered. To discuss data-sharing, transfer of funds and enforceability issues along with a community engagement event prior to the invoices being sent out.

7. Business Park CLT fee:

Brookbanks have requested details of how the CLT fee should be set for the future Business Park operators. Steven had circulated a spreadsheet with three options. Directors discussed the banded options with increased CLT fees according to the size of unit.

- *Drew to discuss with SHDC Director over Freeport zone and associated costs. Directors to discuss again at the January meeting.*

8. AOB:

Jason confirmed that the Youth agreement with Space has been renewed for another year together with the use of the Youth bus. Therefore, the evening sessions in Sherford will continue. The Panel will discuss further in relation to the Awards 4 All grant application. Youth survey was sent out to community early December.

9. Close:

Next meeting to be held on Friday 10th January 2025 at RIO's offices.

Meeting closed at 10.35 am.