

SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES

11th NOVEMBER 2020

Meeting held remotely, 12.00 hrs

Directors present:

Gina Small (Devon CC); **Jenna Waters** (Vistry), **Charlotte Olver** (Vistry); **Kathryn Deeney** (Plymouth City Council); **Alison Nix** (Brixton PC)

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

1.	Apologies: Drew Powell (South Hams District Council) and Richard Harrison (Taylor Wimpey)
2.	Declarations of interest: Gina, Kat and Chair work for Local Authorities which are involved in the delivery of the new Town and Alison as a representative for Brixton Parish Council. Jenna and Charlotte work for Vistry, Richard for Taylor Wimpey. Kat is now on the Estates Committee for the Schools Academy which includes Sherford Vale Primary School.
3.	Actions and Review of Minutes: All Directors agreed and approved the previous minutes.
4.	Coordinator Update: Judy summarized her October update to Directors which is attached to these minutes. Directors discussed the recent communication issues around facebook messages. Gina will set out an email to everyone concerned to highlight the need to use two email addresses for queries; the info@sherford.org and the info@sherfordtrust.org ones. Directors agreed that it would be useful to have a representative from Brookbanks who is dedicated to community liaison as many queries directed to Judy should be dealt with by them. Judy will try to address concerns and queries from facebook via a monthly update. <i>To include a summary of houses completed in the next update.</i> <i>Judy to set up a monthly meeting with Brookbanks to obtain actions and updates.</i>
5.	Community Hub Judy had circulated the recent proposal from Devon Communities which outlines various services for a management plan for the community hub. <i>Judy will progress this with Kat and Gina further to the meeting.</i> <i>Judy to ask Brookbanks for the timescales for the community hub delivery.</i>
6.	Elections/Membership: Judy has received further communication about the membership changes required from Livewest. They would like a meeting with the Trust's legal representatives in the New Year. <i>Drew to provide details of legal representatives who can discuss the possible amendments required to the Articles.</i>
7.	Business Plan: To discuss further at the next meeting.

<p>8.</p>	<p>Finance/Trust Income monies</p> <p>Alison discussed the recent correspondence which residents received from Mainstay with Trust information. Jenna was unaware that any parcels had been transferred yet and has not had sight of these letters.</p> <p>The options paper had been circulated and Jenna will provide details of final figures. Jenna also confirmed that Vistry intend to charge residents the Trust fee for 2020 but will cover the previous years' deficit.</p> <p>A discussion was held regarding the methods of collection of trust income monies.</p> <p><i>Alison will send through copies of the letter to Directors.</i></p> <p><i>Jenna will find out why these have been sent without their prior approval.</i></p> <p><i>Charlotte and Judy to send out an apology letter to residents on behalf of the Trust.</i></p> <p><i>Judy to forward the invoice letters from Helen detailing the amounts owing to the Trust.</i></p> <p><i>Judy to complete the options paper once the final figures have been received.</i></p> <p><i>Gina to confirm from the s.106 if Livewest should also be paying the annual trust income fee.</i></p>
<p>9.</p>	<p>Grant applications</p> <p>There haven't been any new grant applications this month. Judy has now updated the schedule with the relevant colour-coding.</p>
<p>10.</p>	<p>Community engagement</p> <p>The recent communications over the temporary pedestrian crossing were discussed along with the residents' concerns over the condition of the current route used as a walkway.</p> <p>Gina confirmed that DCC Highways officer will attend site next week to look at the various safety issues.</p> <p>Directors discussed the road awareness safety week and the proposed activities. They agreed that it was not good timing at present to send out these packs given the recent contentious issues with Main Street.</p> <p>Judy discussed potential monthly Zoom sessions with residents. Gina will speak with Brookbanks first to see if they might attend. The format of the sessions would need to be agreed so that queries from residents could be taken in advance of the meeting.</p> <p>Directors discussed a number of activities and options for the community leading up to Christmas. Vistry mentioned a bauble competition which could be coordinated with the School.</p> <p>Alison mentioned that the Mutual Aid Group already supply a food bank to drop-off points on Libra Avenue and Dorado Street. Alison has also asked for the 'Incredible edible' proposal from residents to be placed on the agenda for discussion at the next meeting.</p> <p><i>Judy to propose some activities with possible self-selection boxes so the community can be involved in the decision-making.</i></p> <p><i>Gina will find out if the guide from SHDC is now completed and can be distributed to residents as it outlines clearly which organization is responsible for which area in Sherford.</i></p> <p><i>Judy to produce a calendar of community events and the appropriate budgets may then be allocated.</i></p>
<p>12.</p>	<p>Date of next meeting:</p>

Wednesday 9th December at 12pm.

Meeting closed at 1.45pm