

SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 10th FEBRUARY 2021

Meeting held remotely, 12.00 hrs

Directors present:

Chair: Drew Powell (South Hams District Council); **Incoming Chair: Sarah Gibson** (South Hams District Council), **Gina Small** (Devon County Council); **Jenna Waters** (Vistry), **Kathryn Deeney** (Plymouth City Council); **Alison Nix** (Brixton PC); **Richard Harrison** (Taylor Wimpey).

In attendance: Judy Talbot (Trust Coordinator)

<p>1. Apologies: Charlotte Olver (Vistry), Richard Thompson (Mainstay).</p>
<p>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.</p>
<p>3. Actions and Review of Minutes:</p> <p>Drew introduced and welcomed Sarah Gibson who is Head of Placemaking at West Devon BC. Sarah will be shadowing Drew over the next couple of months and will then be the Trust's new Chair.</p> <p>It was noted that both Alison and Sarah will need to be added to the authorized signatories for the Trust's banking.</p> <p>Drew confirmed that an external firm of solicitors will be meeting with SHDC this week to carry out the Articles' amendments. Gina clarified the amendments which will allow the residents by default to be automatic 'members' and can therefore be elected on to the Board unless they opt out. A timeline needs to be agreed for both these amendments and those for Livewest members in order that residents can be notified.</p> <p>All Directors agreed and approved the previous minutes.</p> <p><i>Drew to invite the Solicitors to attend the next CLT meeting further to the Trust receiving the draft amendments.</i></p>
<p>4. Coordinator update:</p> <p>Kat gave an update on the financial accounts:</p> <p>Current Account: Balance £54,250.53 November/December spend to date:</p> <ul style="list-style-type: none">• £821 – coordinator payment (December invoice)• £678 – coordinator payment (November invoice)• £157 – Grant payment (K Turvey)• £272 – Grant payment (Bauble competition)• £0.40 – Bank Charges <p>Deposit Account: Balance £20,007.13</p> <p>Judy gave her update.</p> <p>Kat queried whether there is a voting platform for the Green Infrastructure groups to ensure that community involvement is inclusive for the whole community.</p>

Gina informed the Trust that she had been in touch with Rio for a quote for a Business Plan which would include the necessary work to form a community panel.

Judy will request a draft of the CLT fee collection letter from Mainstay and will circulate it to Directors.

Gina will arrange a presentation from the Letchworth Community Trust group to discuss their model.

5. Community Hub:

Gina confirmed that the hub has now arrived and is in situ next to the Primary School. The draft licence is being finalized; Kat suggested that some outside space should be included within the curtilage of the building in order that outdoor areas can be used for a café.

Gina discussed the final proposal from Devon Communities with costings for the different task areas. Directors all agreed that a £3,000 threshold to be delegated to Gina to proceed with the appointment. It was also agreed that community engagement will be necessary within the scope of the Devon Communities work moving forward.

Judy to relay requests to Brookbanks over the outside space to be included within the Licence.

6. Steve Rogers – Sherford Festival of Music and Culture

Alison and Judy had met with Steve Rogers again and he had forwarded a draft proposal. It was suggested that a potential date of May 2022 for a festival could be considered later on. Directors agreed that no commitment could be made at this time until a firmer proposal had been submitted. The community will need to be consulted and this can only be done once a community panel has been established which is part of the scope for the Business Plan. A site would also need to be identified with the consortium at a later date.

Judy and Alison will inform Steve at the next scheduled meeting.

7. Green Infrastructure:

Alex Whish from SHDC is leading the green infrastructure project meetings. The group is in discussion with residents over Forest School plans and assisting the Sherford 'friends' group in moving the gardening and conservation projects forward. Alison informed Directors that there will shortly be a sunflower competition coming forward in the community together with ideas for an 'incredible edible' area, a community allotment and planting within small parcel areas. The rewilding and conservation projects will consider new forested areas as well.

Judy discussed the possible funding streams available for these projects in the future. Drew asked her to inform Alex that Adam Williams in SHDC also has funding availability within the context of the Climate change and Biodiversity remit in the Council.

Monthly meetings will continue to be held in order to formalize the groups further, progress the work projects and enable funding and publicity.

<p>8. Community engagement update:</p> <p>It was confirmed that a Sherford Matters piece will be published from the Trust in the March edition which will give information about the development, corresponding responsibilities and contact details for the community. A flyer has also been produced by Analogy which will give greater depth of information and will be distributed to all residents.</p> <p>Directors also agreed that the Chair and Judy will have authority to sign off on smaller community engagement projects in the future up to a £1,000 limit.</p>
<p>9. AOB</p> <p>It was noted that communication channels have now improved and residents are directing relevant queries to Brookbanks where appropriate. It was confirmed that Brookbanks do have an automated response in place when contacted on the info@sherford.org email.</p>
<p>10. Date of next meeting:</p> <p>Wednesday 10th March at 12pm.</p> <p>Meeting closed at 1.30 pm.</p>