

SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 20th OCTOBER 2021

Meeting held via Microsoft Teams, 12.00 hrs

Directors present:

Chair: Drew Powell (South Hams District Council; **Alison Nix** (Brixton PC); **Jenna Waters** (Vistry); **Gina Small** (Devon County Council); **Kathryn Deeney** (Plymouth City Council); **Josh Harris** (Vistry); **Ed Whitelaw** (RIO), **Amy Cooper** (RIO).

In attendance and Notetaker: Judy Talbot (Trust Coordinator)

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| <p>1. Apologies: Richard Harrison (Taylor Wimpey; Jenna Waters (Vistry) Drew welcomed Josh Harris from Vistry, Ed Whitelaw and Amy Cooper from RIO.</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 works for Vistry, Richard for Taylor Wimpey. Kat is now on the Estates Committee for the Schools Academy which includes Sherford Vale Primary School.</p> <ul style="list-style-type: none">• Jenna to confirm Director details for Josh Harris at Vistry Partnerships.• Judy to add Josh's details to Companies House. | | | | | | |
| <p>3. Actions and Review of Minutes: All Directors agreed and approved the previous minutes.</p> | | | | | | |
| <p>4. Coordinator update: Judy had circulated her update for all Directors to review.</p> <p>Financial summary: Current Account as of 13th October 2021:</p> <p>Balance £35,251</p> <p>Expenditure:</p> <table><tr><td>July</td><td>£1,990.11</td></tr><tr><td>August</td><td>£9,356.50</td></tr><tr><td>September</td><td>£7,300.54</td></tr></table> <p>Deposit Account as of 13th October 2021: Balance £20,041</p> | July | £1,990.11 | August | £9,356.50 | September | £7,300.54 |
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| <p>5. Community Hub update and launch: Judy confirmed that bookings are continuing well and would send round details about a potential long-term booking for the meeting room. Quotes will also be sent around for the cost of an LED screen to be fixed to the wall in the main hall. This will then be ordered and installed before Christmas.</p> <p>The launch on the 5th November was discussed and timings confirmed. The ribbon-cutting by Sir Gary Streeter will be at 3.30pm and the Open Day will then take place from 4-6pm. A number of groups are looking forward to holding tables at the event and welcoming residents. Refreshments will be served by the House of Brews.</p> <p>Drew will provide a Covid risk assessment from the relevant SHDC department. Judy will forward a plan of the hub so that exact measurements can be ascertained for numbers.</p> | | | | | | |

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| <p>6. Rio update:</p> <p>Ed Whitelaw gave his and Amy Cooper’s introductions and outlined how the new Resident’s Panel will allow for community representation and participation as well as shaping a Business Plan in the future. The vision is to support and grow the community with the necessary structure and governance in place.</p> <p>There is also large amount of work to be carried out around the retail centre and the more permanent community facilities which will come on board over the next few years. These are all interesting projects for the community to get involved in by way of consultation with the resident’s panel. The two pieces of work will be interlocking. Amy is now meeting with residents and will be carrying out training and workshops along with a craft market for small businesses in November and December.</p> <p>Ed outlined RIO’s background and the main areas of their work as both consultancies and running their own programs.</p> <p>The CLT work will:</p> <ul style="list-style-type: none"> • Engage with residents and businesses • Involve training and workshops • Assist in forming a planning a development plan • Have a community voice in how Sherford is moving forward <p>To date there are 20 keen residents who have come forward showing an interest.</p> <p>A timescale has been set out with regards the High Street and Town Centre. The CLT will have a voice and will engage the community in:</p> <ul style="list-style-type: none"> • High Street Master Planning • High Street Deliver plan • Community Buildings <p>The delivery plan will look at how to create value within the context of the declining High Street and ensure that such areas as the right conditions/valuing partnership/design systems/ownership/pace and learning from successes/failures etc will all be considered within a discussion paper. It will be important to build sustainably with the physical design and by moving forward organically in a flexible and adaptable way now and in the future.</p> <p>Amy discussed how the engagement with the community is moving forward. RIO are a fresh face so can create new energy and opportunities with improved communications. At least 15 residents are very active in the community and are interacting with different groups including the Youth Service.</p> <p>The workshops will highlight how the panel is going to work and what the opportunities are within future consultation. It was also highlighted that clarity is needed over whether the panel is a community one or purely for residents in Sherford. Further discussion on this will be take place.</p> |
| <p>7. Grant applications:</p> <p>Judy outlined the grant application from the residents’ nominee for £85 for the Halloween treat bags and discussed how the event would take place. As the meeting is not quorate, it was agreed that a decision would be made on email to approve the application.</p> |
| <p>8. Date of next meeting:</p> <p>Wednesday 17th November at 12pm.</p> <p>Directors agreed to meet on Tuesday 30th November at 12.30pm at the hub to draft the Business Plan. Judy will send out confirmation of the date for the meeting.</p> |

Meeting closed at 1.15pm.