

**SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 19<sup>TH</sup> JANUARY 2022**

*Meeting held via Microsoft Teams, 12.00 hrs*

**Directors present:**

**Chair: Drew Powell** (South Hams District Council; **Jenna Waters** (Vistry); **Gina Small** (Devon County Council); **Alison Nix** (Brixton PC).

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

<p><b>1. Apologies:</b> <b>Louise Yung</b> (Taylor Wimpey); <b>Kathryn Deeney</b> (Plymouth City Council).</p>
<p><b>2. Declarations of interest:</b> 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>
<p><b>3. Actions and Review of Minutes:</b> All Directors agreed and approved the previous minutes.</p> <p>Jenna confirmed that Mainstay are in receipt of a draft proposal in relation to the fee collection process for the Trust. Vistry to meet with TW to confirm and will bring to the next meeting.</p> <p>Judy confirmed that the Zoom link is set up for the Councillor Surgery on Friday 28<sup>th</sup> January at 6pm. The ASB meeting will also be held via zoom on Wednesday 26<sup>th</sup> January. Gina stated that PCC have no jurisdiction over the land ownership so felt that their role in the ASB forums was limited. Gina will review this.</p> <p>Judy also confirmed that the legals are progressing for a room hire agreement with the NHS in relation to the midwife unit's use of the meeting room.</p> <ul style="list-style-type: none"><li>• <b><i>Gina to set up the bank account for the hub.</i></b></li><li>• <b><i>Drew to chase KD about the Triodos authorization forms</i></b></li><li>• <b><i>Jenna and Louise to provide figures for community hub fee</i></b></li></ul>
<p><b>4. Coordinator update:</b> Judy had circulated her update for all Directors to review.</p> <p>Drew will chase up the contact in SHDC over the outstanding business rates which don't seem to be progressing to the VOA.</p> <p>Directors agreed that the marketing within Sherford Matters should continue bi-monthly.</p> <p>Judy updated everyone on the situation with the tennis courts and all-weather pitch which are currently with Mainstay to progress arrangements. In time the Trust's business plan will support the delivery of the assets through the planning obligation.</p>

<p><b>5. Community Hub update:</b> A hirer has requested some additional chairs but it was agreed that the main hall can currently only hold 40 people at present so there is adequate seating. This can be reviewed again later. Judy gave details of a quote for a new door locking system which will negate the need of a key and key safe. It was agreed that Directors will review this at a later date.</p>
<p><b>6. Calendar of events:</b> Judy had circulated the draft calendar of events and confirmed that she had met with Anna Murray and Josh Harris from Vistry to discuss future events. The main two coming up involve the Friends of the Country Park and the Queen's Jubilee in June.  Directors will review again and discuss at the next meeting.</p>
<p><b>7. Grant applications:</b> A grant application for assistance in funding towards the room hire for a fitness class at the Hub. The class has been running and had a good group of people attending until Christmas when Covid has affected numbers substantially. Directors agreed that the Trust could assist with 6 weeks funding for 1 hour weekly sessions to help get numbers up and running again.</p> <ul style="list-style-type: none"><li>• <i>Judy to let the resident know the outcome</i></li></ul>
<p><b>8. AOB:</b> Gina updated Directors about RIO's work which is ongoing with training and workshops over the next few weeks towards the formation of the residents' panel.  Gina also discussed the possibility of a new GP satellite surgery located at Sherford. Options will be explored with the CCG (Clinical Commissioning Group) and the Consortium over the feasibility of adding another room on to the hub for this purpose.  Directors agreed that there is an urgent need now to push forward the Business Plan asap. It was agreed that RIO could present their updates at the next meeting as well.</p>
<p><b>10. Date of next meeting:</b>  Wednesday 16<sup>th</sup> February at 12pm.  Meeting closed at 1.45pm.</p>