

**SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 16<sup>th</sup> FEBRUARY 2022**

*Meeting held via Microsoft Teams, 12.00 hrs*

**Directors present:**

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

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

<p><b>1. Apologies: Louise Yung</b> (Taylor Wimpey); <b>Jenna Waters</b> (Vistry); The meeting was not quorate so no formal decisions could be made.</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. Kat confirmed that she had not received the banking forms from Triodos. The CLT fees from 2020-21 are outstanding so it was agreed that a chasing email should be resent to the housebuilders and invoices drawn up to send directly to the housebuilders. Gina will provide Judy with the up-to-date number of occupied homes.</p> <p>The business rates for the Community Hub are now being evaluated by the Valuation Office so Judy will chase up on these in the next month.</p> <ul style="list-style-type: none"><li>• <b><i>Kat to speak to the bank for more authorization forms to be sent out and distributed to the remaining Directors.</i></b></li><li>• <b><i>Gina to set up the hub bank account.</i></b></li><li>• <b><i>Judy to chase up the CLT fees and draw up invoices to send to the housebuilders.</i></b></li></ul>
<p><b>4. RIO update:</b> Gina introduced Ed and Amy again to the Board and gave a brief summary of their recent work. Ed continued in presenting a report on what has happened over the last few weeks and what to consider next. This report will be circulated to all Directors in due course. An informal group of residents who are interested in shaping the community have met on a number of occasions for three training workshops. There is an idea for a fourth one to be held in the next month. The panel will give the community a voice in future shaping of the town and lays the foundation for people coming onto the Trust Board in time. A development plan has been created from this work therefore allowing the Trust to draw down the necessary funds from the Consortium. Thirteen people attended the panel workshops and there is further detail within the appendices on these events as well as the market event from November. Main areas of concern which arose from these sessions were: Shops and amenities Young people Green space and environment Communications The work gave the opportunity of useful input from residents in envisaging how they would like Sherford to develop. There was a guest speak from B-inspired who, although are not seen as a CLT, own assets, have an income stream and develop/manage community projects and activities.</p>

There are a number of recommendations set out within the report arising from this work. One area relating to communications was prevalent in that more cross-community engagement is needed. There is a need to separate the Trust's work from the Consortium and re-establish the link from the community to the housebuilders. There is a need to define the CLT in raising its profile and focus on positive leadership in certain areas instead of constant firefighting. As mentioned previously, resources are needed to enable this work.

Again, there is a need around the environment and green spaces in Sherford to raise the profile and engage the community. However, it is necessary to differentiate between the planning obligations of the Consortium and what can feasibly be added otherwise funding applications will not succeed.

Ed continued to discuss training and governance matters within the Trust and the issues around membership. A number of panel members will be able to sit on the Trust Board in the future.

The development plan outlined within the report looks at activities within the short, medium and long-term. There is also detail on the operational and financial planning aspects of the Trust.

It was agreed that the eight recommendations as set out within the appendices could be used as a three-year project plan within the context of a business plan. Further discussion is needed to determine the depth and scale of the plan. The monies can then be released, and an executive team appointed to develop the work of the Trust.

**5. Coordinator update:**

Judy gave her update which had also been circulated to Directors.

The room hire agreement and Deed of Variation for the hub and use of the midwife room are being drafted.

Hub payments from hirers are being chased up from the last few months. Judy to review these now on a monthly basis.

The ASB forum will continue monthly, but Directors considered that Judy's role should not be a long-term resource as the other partners are able to resolve these matters between themselves.

**6. Business Plan:**

This was discussed above with RIO and it was agreed that Ed would liaise with Gina over developing a draft plan based on the development plan in their report and the recommendations set out.

**7. Grant applications:**

Directors were unable to make any decisions on the two applications. One was from the Friends of the Country Park Group for seven pine trees in commemoration of the Queen's Jubilee to be planted early April at a community event.

The other application relates to the formation of a Youth football club in Sherford. It was felt that the costings were excessive and other funding streams should be pursued as well.

- ***Judy will resend the two applications and ask for a decision on the Jubilee planting as trees will need to be ordered asap.***

**8. Date of next meeting:**

Wednesday 16<sup>th</sup> March at 12pm.

Meeting closed at 2pm.