

COMPANY NO: 11463703

SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 19th APRIL 2024

Meeting held at 13.00 pm on Teams

Directors present:

Chair: Drew Powell (South Hams District Council); **Jason Allen** (Devon County Council); **Emma Warden-Nevins** (Vistry); **Louise Yung** (Taylor Wimpey)

Additional attendees:

Ed Whitelaw (RIO)

In attendance and Notetaker: Judy Talbot (Trust Coordinator)

1. Apologies: Kathryn Deeney (Plymouth City Council); Steven Williams (Brixton PC);
2. Declarations of interest: Jason, Kat and Chair work for Local Authorities which are involved in the delivery of the new Town. Emma works for Vistry, Louise for Taylor Wimpey. Louise has moved to Sherford and is now a resident homeowner as of December 2023.
3. Actions and review of minutes: The minutes from February and March's meetings were agreed and approved by those Directors in attendance at the relevant meetings.
4. Brookbanks update: Judy updated the group on the latest news from Brookbanks. The main points include: <ul style="list-style-type: none">• Red Lion Hill will be reopening at the beginning of July despite safety concerns from the Consortium with construction continuing both sides of the road. Concerns have been submitted to DCC.• Awaiting final legal sale agreements for completion for the Local Centre and Business Park.• Shop will open in May once the power distribution problems have been resolved.• Sherford Road traffic calming works will begin in June once PCC have approved these – delays due to local elections.• The legal agreement with Argyll is ready for completion, car parking area is installed and storage cabin/office is on order. The use of the pitch and bookings with ACT will commence in May.
5. CLT fee invoice: Directors discussed the proposed enforcement policy from Firstport and it was felt that it was too punitive and not reasonable with regards to the admin fee. It was suggested that no fines should be administered but a different approach taken. Possibility of setting up a Direct Debit as well. Emma has agreed to liaise with Firstport over this matter and seek to find a new policy for the Trust's fee implementation. The proposed draft resident's letter should also be revised with interaction from the Comms Working Group. Part of it should be made more user-friendly for the layman so that it is clear and understandable. Louise mentioned that Taylor Wimpey is also having discussions with Firstport over ongoing residents' complaints.

- ***Emma to progress a new enforcement policy for the CLT fee.***
- ***Judy to liaise with the Comms group and re-draft part of the resident's letter.***

6. Local Centre:

Ian Sosnowski attended the last meeting and advised that planning had not been submitted yet for the Local Centre due to delays with the Legal agreements. At that stage, he advised that the Trust could then commence discussions with the developer in relation to the Scheme and any potential proposals regarding available units.

Directors agreed that this could be discussed further at the May meeting when Ed will outline proposals within the Scoping Paper.

7. RIO update:

Ed will circulate Stage 2 of the process for the Articles for signature and completion by all Directors.

Rio's Year 2 plan has been circulated to Directors, and Drew and Judy will continue with quarterly review meetings in regard to this progress.

An initial Scoping Report has also been sent through which Judy will circulate to all Directors.

It was agreed that this would form the basis of a wider discussion at May's meeting in relation to longer-term business planning.

- ***Judy to circulate both documents ahead of May's meeting.***
- ***Ed to send round Stage 2 of the Articles' process for signature.***

8. Coordinator update:

Judy discussed her recent update with the main points:

- Awaiting final marketing directory from Analogy and completed database from Firstport.
- Still chasing the s.106 monies from 2022. Ian Sosnowski and Andy Tinnelly have been copied in as well so will continue to chase.
- Skills Centre discussed with possible uses for both the NHS and the Trust within the two buildings. Judy to arrange a site visit and find out what stage negotiations have reached.
- Allotments are being brought forward with work to commence once Sherford Road calming works have completed; approximately in October. Judy to obtain more details of the
- Sherford Day had a good turn-out despite the outdoor activities being cancelled due to high winds.
- New banking software has now been installed so the ongoing process to update all records and reconcile income/expenditure is continuing.
- E-newsletter and working groups are continuing well.

9. Grant application:

Sherford Community Church submitted a grant application for the Toddlers' Group for new wooden climbing equipment of £255. All Directors agreed to support the application.

- ***Judy notify the applicant.***

10. AOB:

It was agreed at the 'away-day' in February that members of the Community Panel could sit in at the end of the Trust meeting every quarter. Directors agreed that the May meeting would be appropriate with members attending at 2.15pm.

Jason discussed the recent changes within Library services as the mobile library service was decommissioned at the end of March. DCC are now considering alternative temporary library provision with s.106 funding still available. They are piloting a new 'bookshelf' and 'bookswap' scheme with additional services running alongside 'Bounce and Rhyme' once a week. They would be seeking community volunteers for this service. Longer-term strategy would seek to provide the infrastructure within 'community-based' libraries.

Judy mentioned that once the Midwife team have relocated to the GP surgery within Sherford then the meeting room would be available for use again. Once a date has been finalized for the midwife team to vacate, then Judy and Jason to discuss further.

- *Ed to notify the Panel members of Trust meeting*
- *Judy and Drew to chase up NHS team*

11. Close:

Next meeting to be held in person at the hub on Friday 17th May at 1pm.

Meeting closed at 2.30pm.