

COMPANY NO: 11463703

SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 16th AUGUST 2024

Meeting held at 13.00 pm at the Community Hub and on Teams

Directors present:

Chair: Drew Powell (South Hams District Council); **Jason Allen** (Devon County Council)

Additional attendees:

Ed Whitelaw (RIO)

Andy Tinnelly (Brookbanks)

In attendance and Notetaker: Judy Talbot (Trust Coordinator)

1. Apologies: Kathryn Deeney (Plymouth City Council); Emma Warden-Nevis (Vistry); Louise Yung (Taylor Wimpey); 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 meeting was not quorate so July's minutes will be deferred to September's meeting.
4. Brookbanks update: Latest update was circulated to Directors: The main points include: <ul style="list-style-type: none">• Completed occupations at the end of June were 1001.• Red Lion Hill has reopened despite safety concerns from the Consortium with construction continuing both sides of the road. There is heavy traffic management due to the ongoing development works.• Awaiting final legal sale agreements for completion for the Local Centre. These are hoped to result in submission of a planning application in Q3 2024 with construction commencing in Q3 2025.• The temporary shop has been installed and now has power. The operating licence agreement is settled with the only outstanding issue being the broadband connection. A further update will be obtained when the operators return from leave at the end of August.• The S278 legal agreement for the Sherford Road traffic calming works is agreed. The construction company is booked and are now awaiting the relevant traffic orders from PCC. Looking at start date of September with a 10-week programme. The Footpath behind the hedge bank on Sherford Road will start works in the next couple of weeks.• The legal agreement with the Argyll Community Trust to manage the use of the All-Weather Pitch and grass football pitch has now been issued for signing. All facilities including car park footpaths and cabins are now installed ready for occupation by Argyll Community Trust. There is an outstanding sub-station fault which is being resolved.• Works on access to the Country Park continue. The Consortium are working with SHDC Planning Officers to provide suitable access to the Park in a phased manner over the coming months. The new path is not accessible or open to the public at present.

- The primary school extension has now been completed and was in operation prior to the summer holidays.

Directors highlighted the need to discuss the Allotments with the Consortium. Details to be ascertained regarding numbers, selection method and timeline.

- ***Judy to request relevant allotment information at the next Liaison meeting.***

5. Coordinator update:

Judy discussed her recent update with the main points:

- Meeting with NHS University Trusts Estates was held and midwife unit looking to move to a new premise towards the end of January once fit-out has been completed.
- Firstport letter to residents for CLT fees has been amended with consultation from the Working Group. Legal brief drawn up regarding the fee enforceability and membership issues. This has now been sent to three further Solicitors due to conflict issues and now awaiting quotes from two. Ongoing documentation requested from both prior to submitting tenders.
- New Barclays appointment to be set up as they do not receive applications from Trusts in branch.
- Meeting held with NHS Estates, SHDC and Consortium over potential use of the Skills Centre. Awaiting financials from Brookbanks to assess costs. NHS's architects' plans received but require more information on specific accommodation needs.
- Invoice for S.106 monies for 2023 has been issued and payment received.
- Policy documents are being drawn up and worked on with RIO. Training needed for Safeguarding; Health & Safety policy now completed.
- Making good progress with Heritage Plan. Visit made to the Box with Panel members and another planned for Maker Heights. Meeting held with Archaeologist and Skills training planned for the autumn along with a Community event.
- Joined Chamber of Commerce to support Sherford SME's. Will expand Sherford business listing and look at plans for first business event in partnership with the C of C.
- New bi-monthly e-newsletter is now running with the next edition to be sent out late September.
- Wimbledon live-screening event was held in July at the hub with strawberries & cream and refreshments. Low attendance due to Euros final in the evening.
- Meeting held with Torpoint Market organisers for support with first farmer's market. Looking at September 8th to trial it. Consents received from School and Consortium, Insurance updated. Finalising traders and application forms sent out to all. Risk assessment to be completed and marketing to start.
- ***Judy to let the NHS know that the Trust will require the midwife room by the beginning of February 2025 for a new service provider.***

6. RIO update/Business Plan:

The Articles are still in the process of being signed off. Drew has received confirmation that Directors are within their remit to make Articles' changes and no authority is needed from delegated members.

Ed is finalizing the financial checks on the 5-year budget plan and will forward to Directors for input and comments once these are finalized. This will then be reviewed at September's meeting.

Tom and Judy to meet regarding the Impact Management Framework which has been submitted.

The Youth 'Awards for all' bid will be submitted in October. The panel discussed the needs of the younger age group in Sherford who require community cohesion as they move into secondary school age. Space attended the last panel meeting and updated on their activities which can be fed into any potential bid as well.

- ***Drew to conclude queries and write to Kat regarding this matter.***
- ***Ed to continue chasing for relevant sign-off on Articles.***

8. AOB:
No other business

9. Close:
Next meeting to be held on Friday 20th September at 1pm.

Meeting closed at 2pm.