

**SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 4<sup>TH</sup> MAY 2022**

*Meeting held via Microsoft Teams, 12.00 hrs and at the Community Hub*

**Directors present:**

**Chair: Drew Powell** (South Hams District Council; **Gina Small** (Devon County Council); **Liz Hitchins** (Brixton PC); **Louise Yung** (Taylor Wimpey); **Jenna Waters** (Vistry); **Ed Whitelaw** (RIO).

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

<p><b>1. Apologies: 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. Jenna works for Vistry, Louise 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>Gina confirmed that she will bring the new banking paperwork to the next meeting. It was confirmed that the CLT fee invoices have now been sent out.</p> <ul style="list-style-type: none"><li>• <b><i>Judy will resign Alison from Companies House as Director.</i></b></li><li>• <b><i>Drew will write to the relevant contacts within both Councils to confirm the ASB chair.</i></b></li><li>• <b><i>Liz will speak to Brixton PC about a new nominated representative for Sherford.</i></b></li></ul>
<p><b>4. Business Plan:</b></p> <p>Gina and Ed gave a background of RIO's work to date on the resident's panel which has now led to the draft business plan. There were three main workshops earlier in the year which reflected the high level of ambition within the community. The Plan incorporates the five key areas in the short, medium and long-term: Communication, Shops and Amenities, Community Events, Young People and Environment/Heritage.</p> <p>The Plan highlights three tracks of activity; Acting together, Governance and Capacity Building. The three areas could also be progressed concurrently. The first area would relate to community-based activities on a test and learn basis. The governance section will need to consider how residents can become elected members and how best to amend the Articles of Association to reflect this. There are a number of options as possible organizational structures which could be considered. Capacity building will look at the financial and legal systems currently in place and how best to expand these in order to allow the Trust to grow appropriately.</p> <p>The Business Plan will be developed over time and formalized. There needs to be one more community workshop to gain their feedback on the Plan and then a possible consultation period. Over the longer term the Plan will be more detailed with the necessary financial modelling and future resourcing in specialist areas set out clearly. The Trust will also need to generate income in the longer-term.</p> <p>Gina and Drew confirmed that the letter from the LPA had been sent to the Consortium over 6 months ago reminding them of their s.106 obligations. No response had been received. Gina has since written to Brookbanks briefing them of what will be expected from the housebuilders in relation to the s.106 monies.</p>

- ***Gina and Drew to send out the Business Plan to the Consortium with a schedule of s.106 payments.***
- ***Jenna and Louise to chase up payment of the CLT fee invoices which have now been sent out.***
- ***RIO to run their final panel workshop to discuss the Business Plan. An event between the panel and Trust will then be organized.***

**5. AOB:**

- ***Judy to cut down the cleaning hours for the hub.***
- ***Judy to give a full breakdown of monthly expenditure on her update.***

**6. Date of next meeting:**

Wednesday 18<sup>th</sup> May at 12pm.

Meeting closed at 1.40pm.