

COMPANY NO: 11463703

SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 26th JULY 2024

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

Directors present:

Chair: Drew Powell (South Hams District Council); **Steven Williams** (Brixton PC); **Jason Allen** (Devon County Council); **Louise Yung** (Taylor Wimpey)

Additional attendees:

Ed Whitelaw (RIO)

In attendance and Notetaker: Judy Talbot (Trust Coordinator)

1. Apologies: Kathryn Deeney (Plymouth City Council); Emma Warden-Nevis (Vistry).
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 June's meeting were agreed and approved by those Directors in attendance at the relevant meetings.
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 will be reopening at the beginning of August despite safety concerns from the Consortium with construction continuing both sides of the road. There will be 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 next week.• 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 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 not installed ready for occupation by Argyll Community Trust. Target handover W/C 29/07.• 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 next Liaison meeting.***

5. Coordinator update:

Judy discussed her recent update with the main points:

- Firstport letter to residents for CLT fees has been amended with consultation from the Working Group. Awaiting confirmation from Firstport on household and RP details and enforcement policy to be agreed with Directors. 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.
- Drew and Judy to meet with Barclays re. new banking options.
- Meeting held with NHS Estates, SHDC and Consortium over potential use of the Skills Centre. Awaiting financials from Brookbanks and NHS's architects' feasibility plans.
- 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 to be finalized.
- 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 in August.
- 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. In communication with potential traders.
- ***Judy to chase NHS estates re. Midwife team to find out their long-term plans. To forward to Drew if no response.***
- ***Judy and Ed to meet with Anna Murray re. RWY Destination market. Also, possibility of Native Makers holding a craft market.***
- ***Drew to send Judy details of 'Markets' contact at SHDC.***

6. Skills Centre Update:

Judy and Ed had a meeting with SHDC planners, the Consortium and the NHS estates team. There are a number of variables regarding the potential use of the building. The Trust had a further meeting with the Planning team. There will need to be a financial feasibility exercise carried out to determine costs and liabilities. Other issues will involve lease structure and financial negotiations along with building handover.

- ***Awaiting financials from Brookbanks re. last few years' operation.***

7. RIO update/Business Plan:

Ed gave an update on his Scoping Report which is progressing well with financial elements being factored in and forecasts for the next 3-5 years. It has been designed to be user-friendly and of a long-term use with key assumptions and sensitivity analyses. The VAT area will need to be looked at in further detail. The report covers grants and all income including potential Skills Centre usage, staffing scenarios and CLT fee scenarios.

RIO are also drawing up a draft impact framework for social value along with a systems development paper. The governance documents are nearly complete.

The Articles are still in the process of being signed off. Kat raised an issue regarding authorization for the amendments from an internal portfolio member for Sherford within each relevant Council. Both Jason and Drew stated that they consider the amendments to be low-risk and within their remit as Directors to sign-off. Neither have a portfolio holder internally for Sherford.

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

8. AOB:

Judy had circulated a recent article which had been published regarding the lack of amenities within Sherford. The Consortium have already responded with a statement to this.

Directors agreed that the Trust should not provide any quotes if approached by the media in relation this issue as they are not accountable or responsible for the matters raised.

9. Close:

Next meeting to be held on Friday 16th August at 1pm.

Meeting closed at 2.10pm.