

COMPANY NO: 11463703

SHERFORD COMMUNITY LAND TRUST LTD - SHADOW BOARD MINUTES 18th OCTOBER 2024

Meeting held at 13.00 pm at the Community Hub

Directors present: Steven Williams (Brixton PC); Jason Allen (Devon County Council).

Additional attendees:

Ed Whitelaw (RIO); Sherford Vale Football Club

In attendance and Notetaker: Judy Talbot (Trust Coordinator)

1.	Apologies: Chair: Drew Powell (South Hams District Council; Andy Tinnelly (Brookbanks); Kathryn Deeney (Plymouth City Council); Louise Yung (Taylor Wimpey); Emma Warden-Nevins (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 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 the previous meeting's minutes could not be approved. <ul style="list-style-type: none">• <i>Drew to write to Kat to chase up the final approvals of the Articles.</i>
4.	Brookbanks update: Judy discussed the main updates received: <ul style="list-style-type: none">• Work continues on the sale agreement for the local centre adjacent to Sherford Vale Primary School Land. Subject to finalising the legal agreements, these are hoped to result in submission of a planning application in Q4 2024 with construction commencing in Q2/3 2025.• The temporary shop had a soft launch on the 13th October and is now open at certain hours.• The all-weather pitch is finally open and is being run by the Argyll Community Trust. There is an open day booked during the half-term week, which the Trust are promoting. The level of interest is high, with many local sports clubs registering interest in the use of the facility.• 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 S278 legal agreement for the Sherford Road traffic calming works is awaiting issue of engrossments. The Consortium will be applying for road space booking for the works in late October once they have clearance from Plymouth City Council to do so. The groundworker is appointed and ready to start their 10-week program of works as soon as we have the space booking. Work on the footpath behind the stone wall will be prioritised and will start earlier than work on the carriageway. Dates for this are to be confirmed but works should commence before the end of October.

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 new premises towards the end of January once the fit-out has been completed. Notice has now been served. Jason and Judy to review the room use in November to set out a plan.
- Another Food and Craft market was held in October and was attended by 330 people. All stall holders were happy, and another market is scheduled for the Xmas event on the 14th December. Markets will then run next year from April to October.
- 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. Solicitors appointed and the brief will be completed for November's meeting.
- 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. Financials from Brookbanks now received, and costs are being reviewed. NHS's architects' plans received but require more information on specific accommodation needs from the Practice. Continuing talks with the Planning Department.
- Policy documents have now been completed. Training needed for Safeguarding; Health & Safety policy now finalized.
- Making good progress with the Heritage Plan. Visit made to the Box with Panel members, and another at Maker Heights was held in October. Meeting to be held in November for a pre-planning session for the community event on 4th December. Some skills training in the Country Park to go ahead before Christmas as well.
- 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 November.
- ***Drew to set up another banking appointment with Barclays.***
- ***Judy to continue work on the Xmas Celebration weekend on the 14th December and the Heritage evening on the 4th December.***

6. RIO update:

Last month's update had been circulated. The draft Business Plan is also awaiting comments from Directors. Judy and Ed to finalise some further detail on this. It was agreed by Directors that a morning session should be held in December or January to run through the long-term strategy in more detail.

- ***Judy to ask Katharine to send round possible dates for a morning at RIO's offices to discuss the Business Plan in detail.***

7. Skills Centre:

Judy and Ed outlined the existing set up with the two buildings at the Skills Centre and the current costs and liabilities. The feasibility of running these as separate entities and two tenancy agreements was also discussed. It was agreed that a discussion needed to be held with Ian Sosnowski about the s.106 requirement for an NHS practice and the ensuing Consortium's obligation.

- ***Judy and Ed to discuss further with Ian before November's meeting.***

8. Business Park CLT fee:

Brookbanks have requested details of how the CLT fee should be set for the future Business Park operators. An options paper which had previously been drawn up in 2021 had been circulated to all. It was agreed that a square metre rate would be prohibitive for some operators so a flat fee of £40 might be considered.

- ***Judy to request the Master Plan from Andy in advance of November's meeting when an agreed format can be finalized.***

9. AOB:

The Football Club Chair and Treasurer called into the meeting to discuss future planning of their Club. They are concerned about the future use of the grass pitch which they now maintain on a regular basis, once the Leisure operator is appointed. They would like to discuss the possibility of securing a home ground in Sherford given their large and growing membership. Judy and Club to discuss further with the Consortium.

10. Close:

Next meeting to be held on Friday 8th November at 1pm on Teams.

Meeting closed at 2.15pm