

# WITCHFORD CLT

Tues 24th November 2015 6.30pm

## **STEERING GROUP AGENDA / MINUTES**

### 1.0 **Legal Formation of CLT**

Update from Debbie.

Current status of people documentation

Discussion of Clerk and Chairman positions ie voting

### 2.0 **Bank account**

Current balance £5k

Expected Payments/Claims

Banner /Artwork/Leaflets	- Digital Creations	£103.00
Prizes for contest	- Various	£29.79
Previous Hall Booking	- St Andrews	£30.00
Meeting 24/11/2015	- St Andrews	£15.00 est
Website		£ 2.30/month
Legal Fees	-	£3500

Projected Balance £4852

### 3.0 **Overview of current Witchford planning applications**

### 4.0 **Review Land identification Options**

### 5.0 **Additional CLT members**

### 6.0 **AOB**

### 7.0 **Date of Next Meeting**

Attending: MB, IA, PD, JM, JB, DW, Phil Rose - Strategic Land Adviser ECDC

## 1.0 **Legal Formation of CLT**

Debbie updated the meeting on the status of the legal formation. Three members signatures needed and trustees details form was completed at meeting. Mutual Societies Application Form – solicitor completed this on our behalf which trustees confirmed ok and trustees signed (JM, PD,IA) DW will then arrange for this to be lodged. 6 weeks £950 registration fee. Model rules £388 solicitors fees approx. £2200 totalling £3500 approx. FCA annual membership due each Nov/Dec. Annual accounts due March 2017.

Discussion took place as to who should hold Secretary position. Meeting agreed for Mark Braybrooke to be Secretary.

Share certificates discussed for £1 membership. It was agreed this to be a good idea. Registered address noted as 41 Ward Way, although this can be changed at any time. It was noted trustees also need to be members and as such need to pay their £1 membership

Documentation: IA, PD provided DW with copies ID

PR spoke regarding ECDC setting up trading company and how this can help CLTs in the future.

## 2.0 **Bank Account**

### **Review of Land**

PR updated meeting on his review of land highlighted. Spoke about size of development, market home ratio and housing need. Discussed other planning applications coming to light within the village. PR felt other applications would not necessary prejudice the CLT with regard to housing need. Discussed 50/50 split between market homes and affordable and felt 1 acre would be adequate.

No 7 too large

No 6 no boundaries moving out into open countryside. Reasonable access –PR suggested farm buildings would be an option.

No 4 – may be suitable for a small development of 3 or 4 although access not good, visibility but setting good.

No 3 – the only open vista in the village

No 5 – Michael Langley – well positioned within the village and appropriate access could be produced and one of the easier sites to develop.

No 2 – different configuration – to run along Ward Way. Access along Mills Lane – road would need to be made up. Suggested access could be obtained from common land at Ward Way.

No 1 – West End Farm – potential although further from village but has good potential however it was noted Parish Council may not support and this may be contentious as it likes the island settlement.

RTB discussed and housing associations.

PR circulated to meeting call for land paperwork and talked through this paper.

Way forward: Meeting agreed to send call for land letter out to all 7 sites. It was raised that we would like to make some amendments to the letter to give an outline of what affordable housing means. DW to forward an electronic copy for amendment and will then send out on Witchford CLT's behalf. Call for land letter to be put on website and put advert in Witchfordian and also advertise for members and trustees. MB to arrange this.

Date of next meeting 19<sup>th</sup> Jan 2016 7pm try PFA for room cost. 16<sup>th</sup> Feb 3<sup>rd</sup> Tuesday of each month.