

**MINTUES OF THE MEETING OF THE BOARD OF TRUSTEES OF
BROADHEMBURY NEIGHBOURHOOD COMMUNITY LAND TRUST HELD BY
ZOOM ON WEDNESDAY, 3 MARCH 2021 AT 7 PM**

Present:	Steve Chipperfield	Chair
	Rob Phillips	Deputy Chair
	Sara Clarke	Secretary
	Mike Drewe	Treasurer
	Adam Powell	Parish Council Nominated Trustee

1. Welcome and apologies

The Chair welcomed the Trustees and advised that the meeting would be recorded for the purpose of minute taking but once the draft minutes had been agreed the recording will be deleted.

There were no apologies

2. Conflicts of interest

The Trustees confirmed there were no amendments required to the Conflicts of Interest register.

3. Minutes of the previous meeting

The minutes of the meeting of 24 February 2021 were approved.

4. Matters arising

Website update

The Deputy Chair advised that the website development would be delayed by a few days due to technical issues. Rob agreed to explore the possibility, prior to the site going live, of having an area within the website where photos could be downloaded to make them easily accessible. **ACTION: RP**

Adam Powell referred to the updated draft of website content which he had issued and asked for feedback. The Secretary confirmed that she would expand the February and March section of the timeline. Adam also requested suggestions for relevant 'links' to be incorporated into the site such as the AONB and East Devon Broadhembury Conservation area. It was agreed that three or four key partners with whom we would be working with for the foreseeable future should be included in the footer. Who these should be to be agreed over the next couple of weeks. **ACTION: All**

The Board agreed that the content should not solely focus on affordable homes but also encompass the heritage and conservation aspects of the Trust's vision. The Treasurer agreed to draft relevant content to be included. **ACTION: MD**

EDDC local plan consultation

The Chair thanked the Deputy Chair for his latest draft response and the Board acknowledged the amount of time and effort it had taken. Rob noted that our submission would need to be finalised by 12 March and therefore required feedback ASAP. Also some responses would not be finalised until after the Members' consultation meetings next week. **ACTION: All**

Church land feasibility

The Chair noted that the NCLT Network webinar which we had expected to cover the Church of England's 'Coming Home' initiative had been disappointing. It was now clear that there were many hurdles to overcome such as Parliamentary and Charity Commission approval and therefore acquisition of church land for affordable housing was not a short term option. It was agreed we should obtain a copy of the 'Coming Home' report. **ACTION: SCI**

5. Membership applications & communications

Applications update

The Secretary reported that we now had 117 members.

Members' zoom meetings re survey & update

The Secretary reported 21 members had now booked into one of the four sessions.

It was agreed that two of the Trustees should attend each meeting with the Secretary dealing with logistics and note taking as it was agreed we would not record the meetings. The two Trustees would agree in advance the format and who would take the lead for each section of the agenda. **ACTION: All**

It was noted that if questions are raised in relation to land sites considered that the criteria used to assess the sites were detailed in the minutes of the Trust's ordinary Board meetings and was therefore publicly available. But the Trustees need to be cautious if questioned about specific sites as individual land owners had not yet been approached and given the most recent meeting with EDDC planners may very well fall outwith the facilities accessibility criteria.

It was agreed that suggestions for sites or buildings to repurpose should be welcomed from Members.

6. Financial

The Secretary confirmed that the EDDC grant claim had been submitted for £18,094.

7. Middlemarch meeting

The Board discussed the agenda for the meeting with Jay Lambe (Middlemarch) on 4 March and agreed key areas were the Service Level Agreement; formal election of Trustees; the Trust's liability re the EDDC grant if, despite its best efforts, it is not possible to provide affordable homes.

8. Any other business

It was agreed that we were now in a position to move to fortnightly meetings with the flexibility to call additional meetings as and when required.

9. Date of next meeting 17 March 2021