

**MINTUES OF THE MEETING OF THE BOARD OF TRUSTEES OF
BROADHEMBURY NEIGHBOURHOOD COMMUNITY LAND TRUST HELD BY
ZOOM ON WEDNESDAY, 24 FEBRUARY 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 17 February 2021 were approved.

4. Matters arising

Website update

Adam Powell reminded the Board he had issued a first draft of some of the written content of the website and requested feedback. **ACTION: ALL**

It was acknowledged that it was particularly important to get the text and content of the 'Landing' page right so it delivered the message and image we wanted. In addition, as we had limited resources we may have to reduce the number of topical elements as they would require regular review and update. However, we may be able to call on members to help and the Secretary noted that one member had already produced an article to be posted on the site.

The Deputy Chair confirmed that we were still aiming to launch the site around 16 March.

EDDC local plan consultation

The Deputy Chair advised he had started to draft our 'BNCLT' response which he hoped to circulate for comment by Monday 1 March. Once agreed it would be uploaded into the EDDC's online questionnaire. **ACTION: RP**

5. Membership applications

The Secretary reported that we now had 115 members.

6. Middlemarch proposal

Service Level Agreement

The Deputy Chair and Secretary advised they had reviewed the draft Service Level Agreement which was straight forward and comprehensive with a 3 month notice period required if we wished to terminate the agreement.

Adam Powell noted that a contact at Gittisham Land Trust had remarked that they were using Wessex/Middlemarch and were very happy with the service and support provided.

Agenda topics for meeting 4 March

The Secretary asked the Trustees to let her know what they would like included on the agenda for our meeting with Jay Lambe (Middlemarch) by 27 February. **ACTION: ALL**

EDDC grant claim

The Secretary noted that Jay Lambe had spoken to Tim Laurence-Othen (EDDC) who was expecting a claim for the full Middlemarch fee and therefore Sara proposed to submit a grant claim as follows:

Middlemarch fees	£18,000
PIP	402
Website hosting for 3 years	362
NCLTN membership & liability insurance	350
Less Wrigleys fees not required	(1,020)
Total	£18,094

The Board approved the proposed claim submission.

7. Affordable homes – revised strategy & members' communication

Meeting EDDC

The Chair and Treasurer reported they had a positive meeting with EDDC's Chief Planner who had been helpful and forthcoming. There are not been any surprises and they had been reassured that EDDC appeared to be determined to keep the 66% affordable housing ratio for exceptional sites. In addition affordable housing need would not open the door to wider commercial development and the support of the community would be critical for future plans in an exception site. However, the need for the affordable housing to be near village facilities, ie within 600m, had been reiterated and therefore any development in the hamlets would not be approved.

The Board noted their appreciation of the detailed written response the Chief Planner had provided to each of the issues raised and possible options identified in the Chair's briefing document.

Survey feedback to members

The Deputy Chair advised he was in the process of refining and finalising the Members' Survey report for approval. It was agreed that the report would be issued, with a reminder to members and agenda for the zoom meetings, on Tuesday 2 March. **ACTION: RP/SCI**

Content of zoom meetings

The Board discussed the format and content of the informal zoom meetings scheduled for w.c. 8 March and agreed we should aim for meetings of 1 to 1 ½ hours in length covering the survey, outcome of EDDC meeting, remaining options for affordable housing, formal members' meeting and questions. The Chair agreed to draft a briefing for the format and agenda for comment. **ACTION: SCh**

In addition we should prepare a crib sheet of likely questions we think may arise so we give a consistent response. **ACTION: ALL**

Church land investigation/feasibility

In light of recent press coverage it was agreed that the Chair draft a letter to the Church of England exploring the possible availability of church land and property in the Parish. **ACTION: SCh**

8. Date of next meeting 3 March 2021 at 7pm.