

Tattenhall & District Community Land Trust

Minutes of Board Meeting on Wednesday 4th October 2017 held @ Carriages Restaurant

Attendees: Lesley Grainger (Chair), Graham Spencer (Vice Chair), Carol Weaver, Sheila Chapman, David Tanswell. Also in attendance, by invitation, Councillor Mike Jones

Apologies None. Peter Williams has stepped down

1. **Minutes of Board Meeting 6th September** were approved.
2. **Actions from previous meeting:** **GS** had spoken with Andy Morris but needed a date from him to meet with us. **MJ** actions later in meeting.
3. **Bank Account LG** Issue regarding our address being c/o Tattenhall Community Library. Paul Norman is happy to remove c/o.
4. **Land Ownership Issues:** No further progress.
5. **Topographical Survey:** A pdf copy needed to be sent to the Chairman, LG now acknowledges she has received.
6. **Architects:** Nothing further to report. Topographical survey needs to be sent to both firms - **LG**
7. **Application to National body set up costs grant:** **LG** Our application had been updated and submitted to our contact Polly Adams Felton. The Board meeting is to be 'in early October'. Chairman will contact early next week for an update.
8. **Funding Options:** Pursue a loan from CWaC – **MJ**. Ask Parish Council to fund application for Planning permission **LG** to liaise with I K Chair of PC. **MJ** Contact Catherine Harrington @ National C L T. **LG** Contact Rachel Rens reference 'other pots' mentioned at our recent meeting. Communities Buildings Project Grant suggested by John Heselwood. Application Form had been downloaded and would be worked on early next week by **LG, GS, SC & CW**
9. **Housing Needs Survey:** Information from John Heselwood 17 replies from businesses and 314 from households. He was very pleased with the response, which equates to a rate of 26.6%, a 20% return is considered as giving credible results. **SC** will contact John in a couple of weeks for an update on analysis.
10. **Approach to the National body for build costs funding:** No progress.
11. **Financial:** Nothing further to report. Graham to contact Andy Morris re: records required for a CBS. Incorporation 18th April 2017, first accounts 31st October 2017.
12. **AOB: Membership form template.** **GS** found within his records and passed to **SC**. It does not relate to our new membership policy and will need revamping.
Newsletter: **LG** Details of membership vote, update on HNS returned, acknowledge death of a member. Minutes of Board meetings to go onto PC website **SC**. Contact Niall Casselden @ Planning reference our current situation

CW. Antoinette Sandbach happy to meet up with us, Friday in October or early November, site visit ? **MJ**

13. Date of next meeting: Wednesday 8th November 2017 Carriages @ 7.30pm.

Action List: **LG** Topographical survey to Architects, Chase Polly at National body, Ask PC ref planning application funding, Rachel Rens ref 'other funding pots', work on Application to Community Building Projects Grant, Newsletter.

GS Firm up date for meet with Andy Morris re CBS accounts, work on Application to Community Building Projects Grant

MJ Pursue officers @ CWaC ref a loan, Contact Cath Harrington @ National body, Contact Antoinette Sandbach ref a site meeting on a Friday in October/early November.

SC work on Application to Community Building Projects Grant, contact JH @ CCA for HNS analysis update, Tattenhall PC website publish Minutes of Board meetings.

CW Meeting with Niall Casselden, work on Application to Community Building Projects Grant