

Tattenhall & District Community Land Trust

Minutes of Board Meeting on Wednesday 6th September 2017 held @ Carriages Restaurant

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

Apologies None.

1. **Minutes of Board Meeting 16th August** were approved, with the exception of the reference to C P O in Item 8 – Funding Options.
2. **Welcome to new Board Members** Chairman welcomed both David Tanswell & Peter Williams. Both introduced themselves and gave a brief resume of their backgrounds
3. **Bank Account** Chairman had met with Paul Norman of Santander on Monday 4th September, opening paperwork handed over. Our welcome pack, account operating instructions will be issued in a few days. This will be a Business Account and charges of £5 per month will apply, there will also be activity charges. Transactions are therefore to be kept to a minimum. Two ‘signatories’, from three required for payments. Signatories are currently Chairman, Vice Chair and Board member Sheila Chapman. There was also a discussion at this point on whether we should be registered to VAT
4. **Land Ownership Issues:** No further progress. Mike Jones still has to speak to Richard Cooke (former Tattenhall resident @ Brook Hall). Sheila mentioned the land may have reverted to Crown Estates, this needs further investigation also.
5. **Topographical Survey:** A pdf copy needs to be sent to the Chairman, as she could not access it from Mike’s email. The brief previously supplied to Architects needs to be provided to David & Peter. Payment for the survey was an issue as the PC was short of funds at present (paying for new playground, before various grants had been received) Sheila will chase the Clerk for payment and Chairman will contact survey providers if there is a prolonged delay.
6. **Architects:** Nothing further to report
7. **Application to National body set up costs grant:** Chairman had submitted to our new contact @ National C L T Polly Adams-Felton. She has been on holiday but will come back to her early next week.
8. **Funding Options:** Meeting with Rachel Rens of CWaC Wednesday 5th September. We have something of a ‘chicken and egg’ scenario developing. Rachel would like to make available £25k per unit to help with build costs. To access this we need to have architects drawings and be on the way to making a Planning Application. Grant funding from the National body would amount to no more than £4K. We had hoped that ‘New Homes Bonus’ available to the Parish Council could be tapped into but this has now been withdrawn. C I L (Community

Infrastructure Levy) would be available to PC's but only on new builds and there is nothing in the pipeline in Tattenhall that would qualify. Rachel could not advance any funds. Suggested we contact John Heselwood @ Cheshire Community Action and Sheila undertook to do this. He had come back with Community Buildings Project Support Grant. We could apply for between £5 & £40K for professions fees, not capital costs. Sheila had downloaded application form and passed to the Chairman. Mike had spoken with Mike Wynne @ CWaC on the possibility of a loan. Would have to be made to the Parish Council and then passed to the C L T. Board members are happy to sign a letter of Guarantee to the PC to repay the loan as soon as the £150K received (or sooner if other funding comes forward) This needs to be an P C Agenda item for their October meeting. Carol will approach Niall Cassenden (Planning Department CWaC) for confirmed costs of Planning Application, half price, if made by the PC on our behalf. ..

9. **Housing Needs Survey:** Information from JH suggests 23 received on line, 202 hard copies, 225 in total - 19.1%. Only 6 responses from businesses. JH will contact Bolesworth Estates and the Business Alliance to remind deadline (24th September) We will use Tattenhall OnLine and our own contacts to encourage participation. Also suggested approach to Yrs 11, 12 & 13 at Heber, Christleton & Tarporley High. Sheila to approach JH to suggest their participation also
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.
12. **AOB:** The vote on membership Policy was in favour of Policy 1, there are people who were excluded before who may wish to join us. Sheila will ascertain whether she has a 'master' of the membership application form. The Chairman had spoken with Nigel Mitton who had previously expressed an interest in joining the C L T. He may wish to be involved at a later date.
13. **Date of next meeting:** Wednesday 4th October 2017 @ 7.30pm in Carriages.

Action List:

MJ Contact Cath Harrington @ National C L T regarding funding

MJ Contact Antoinette Sandbach for a reply from Housing Minister

MJ Pursue both Richard Cooke & English Estates for land ownership details

MJ Contact Site Surveying Services for a .pdf copy of the drawing

GS Contact Andy Morris on financial record keeping requirements for a CBS