



**Aldingbourne, Barnham & Eastergate Community Land Trust**

**Draft Minutes of the second AGM, held on 14<sup>th</sup> September 2020, 7.00pm, Barnham Community**

**Centre Present:**

Louise Beaton,	Chair
Emma Pinder,	Vice Chair
Kevin Dean	Company Secretary
Sue Livett	Treasurer
Mike Link,	Board member
Joanne Brown	Board member
Hannah Wales	Board member
Ron Flitter	Aldingbourne Parish Council Observer
Lloyd Gold and Nic Hopper	Sidney Winton Trust

Two members of the public.

1. **Welcome & Apologies for absence:** A warm welcome was extended to members of the public and introductions were made to current Board members. Apologies were received from Graham Maunders, Community Led Housing Adviser, Action in rural Sussex and Andy Earwaker, Barnham and Eastergate Parish council representative.
2. **Approval of the Minutes of the First AGM** held on 9<sup>th</sup> September 2019: Unanimously approved.
3. **Overview of activities:** The current Chairman presented the Board's report of activities, attached to these minutes.
4. **Financial report:** The Treasurer presented the financial report. See end of minutes. The opening balance at the start of the 2020 – 21 financial year was £8,444.90. The closing balance was £7,477.01.
5. **Appointment of Auditor:** As the finances are not yet at the level where audit is required and there had been few transactions the FCA had confirmed that only 1 lay auditor need check the accounts this year. It was agreed that, while the appointment of Jones Avens as auditor

would remain in place, for this 2019 – 2020 financial year and next (anticipating the CLT is in the same position for 2020 – 2021), an independent check would be carried out by Independent Examiners Ltd, who would charge £220 - £250 + VAT.

6. **Appointment of Board members:** According to the agreed CLT policy, 1/3<sup>rd</sup> automatically retire each year. Alphabetically, Mike Link & Sue Livett retire and are eligible for re-appointment. Both were willing to be reappointed and elected unanimously. The Chair and Vice Chairman are elected at the Board meeting held immediately after the AGM.

7. **Any other business:**

**Potential site for affordable housing for local people: Lloyd Gold and Nic Hopper** explained the interest of the Sidney Winton Trust in exploring provision of affordable flats for local people as part of the regeneration of the shops and associated flats at Barnham Square. He confirmed that the Trust would be willing to give nomination rights to ABE CLT, so that priority could be given to housing local people, providing a long term legacy of housing for local people, and the Board indicated that it would be likely to require a minimum of approx. 15 units in accordance with the Housing Needs Survey carried out in 2019. ABE CLT would liaise with Barnham and Eastergate Parish Council regarding comments on the sketch plans and layout which were likely to be available at the end of September.

The meeting closed at 8 pm.



## Second Annual Report

### Overview of Activities 2019 – 20 for the ABE CLT AGM on September 14<sup>th</sup> 2020

#### **Purpose/background**

Aldingbourne, Barnham and Eastergate Community Land Trust (ABE CLT) has been set up to develop and manage homes for which people living and working in the parishes will have priority, and to manage other assets important to our community, if appropriate. We wish to make sure homes are genuinely affordable, based on what people actually earn in this area, not just for now but for every future occupier, which means that they would not be subject to the Right to Buy.

ABE CLT formally came into being on 7<sup>th</sup> February 2019, when it was registered with the Financial Conduct Authority as a non-charitable Community Benefit Society, and the first AGM was held in September 2019. The CLT has been supported throughout by Graham Maunders, Manager of the Sussex Community Housing Hub at Action in rural Sussex (AirS), which is supported by Arun District Council (ADC). The Board have been extremely grateful for the expertise which Graham has brought to its discussions which has undoubtedly made a significant difference as we progress towards delivering low cost housing for local people, given the complexity of the planning, housing and financial regimes within which CLTs have to operate.

#### **Board members**

Board members are ordinary local people. Between 5 and 12 Board members can be appointed. The Board's policy is to invite people who might be interested in joining to attend a few meetings first so as everyone can get to know each other and would welcome new members. The Board usually meets every other month.

Our Board for the last year have been:

Louise Beaton	Chair
Emma Pinder	Vice Chair
Sue Livett	Treasurer
Mike Link	
Kevin Dean	Anti Money-Laundering Officer
Joanne Brown	
Hannah Wales	
Phillip Henke	(resigned June 2019 owing to moving)

We are very grateful to all our Board members, who have worked very hard during the year to establish a sound footing for the CLT.

Aldingbourne Parish Council and Barnham and Eastergate Parish Council have both appointed observers to the Board, who regularly attend meetings and we continue to be grateful to both Councils for their interest and financial support.

### **Funding**

The CLT was originally supported with start up costs through a grant of £5,000 from Aldingbourne Parish Council and a grant from the National CLT Network. A Business Plan was prepared in summer 2019. This year Arun District Council have kindly covered the cost of engaging AirS to carry out a Housing Needs Survey of the two parishes (see below). Once sites are progressed, membership is expected to grow and fees should help meet essential running costs. With a currently low income base FCA rules require the CLT to have an independent financial check by a lay person, not a professional audit. Our thanks go to Treasurer Sue Livett and Board member Kevin Dean for their oversight of financial matters.

### **Achievements**

**Partners** – The CLT needs to work closely with Arun District Council and partner Housing Associations in order to obtain sites for affordable housing. The Sussex Community Housing Hub maintains a productive relationship with Arun District Council in relation to its support for CLTs in the District generally, particularly via the ADC Housing Enablement Manager, and the ABE CLT has benefitted from this in moving forward with proposals, following earlier meetings with key officers and councillors. Aster Housing Association and Saxon Weald Housing Associations have been chosen as the CLT's partners and the CLT is also working with Southern Housing Association in relation to the Wings Nursery site.

A meeting due to have taken place with Andrew Griffiths MP and the Parish Councils in April 2020 was postponed owing to Covid 19.

**Housing Needs** – In order to obtain up to date information about housing needs in the two parishes a Housing Needs Survey was distributed to 3,985 households by post in July 2019, accompanied by publicity via the press, schools, parish magazine and BEPC newsletter. 489 were returned, a response rate of 12.3%, and a report provided by AirS in Autumn 2019. The purpose of this study was to objectively assess the current scale and nature of the need for affordable housing in Aldingbourne, Barnham and Eastergate Parishes. 46 households were shown to be in need of affordable housing due to the inadequacy of their current housing in meeting their needs and their inability to rent or purchase a suitable property on the open market within the immediate area. All of these households possess a local connection to the parish. Only four (8.7%) of those households in need of affordable housing identified that they are currently on a local authority or housing association housing register. 59 (12%) said 'yes' they had in response to - *Has any member of your family left the Parish in the last few years due to a difficulty in finding an affordable home locally?*

The full report is available on the ABE CLT website and has subsequently informed discussions with Housing Associations, site owners and Arun District Council.

**Housing sites** – The CLT is fortunate to have been in discussion with site owners for 3 sites in the two parishes, all of whom are keen to support the delivery of affordable housing for local people. Wings Nursery and land north of Lees Yard are identified in the review of the Aldingbourne Neighbourhood Plan as housing sites to deliver affordable housing for local people. Southern Housing Association acquired Wings nursery and the CLT will have nomination rights for 30% affordable housing (between 18 and 24 units) in accordance with the s106 agreement already in place for the site. Designs discussed with the owners for the land north of Lees Yard include a workplace “hub”, the 12 affordable housing units to be managed by Aster Housing Association for the CLT. The CLT has supported planning applications for these sites on the basis of these arrangements for its delivery of affordable housing for local people. The CLT has also opened discussions with trustees of the Sidney Winton Trust about having nomination rights on a portion of flats forming part of a redevelopment in Barnham. In partnership with Saxon Weald Housing Association the CLT has also looked into the possibility of Rural Exception Sites. In these discussions the CLT has been particularly grateful for the design experience of Board member Emma Pinder, an Architect.

**Housing Allocations Policy** – Clarity about the basis on which the CLT will allocate affordable housing will be essential as we move forward with these sites and we are particularly grateful to Mike Link, who worked up an initial draft and to Graham Maunders at AirS, who has taken this further with Arun District Council with the aim of integrating the CLT’s Housing Allocation Policy with s106 arrangements, and the CLT’s priority of assisting people with a local connection to the parishes with Arun’s Housing Register.

**Communications** – Articles have been placed regularly in the parish magazine and Sussex Local to keep people informed of progress. Updates have been given to the Parish Councils. A website, facebook page and Twitter account have been set up and we have been very grateful to Board member Hannah Wales and Fandango Marketing for their help. Leaflets were circulated to all households with the Housing Needs Survey.

**Policies:** Policies adopted include GDPR, Conflict of Interest, Membership, Board recruitment, Equality and Diversity, Financial. Our thanks to Joanne Brown for organising these, which can be found on the CLT website.

**Membership** - Membership keeps people in touch as housing schemes develop. It costs as little as £1. Further donations are also welcome. A membership form is available on our website. Please return to the Treasurer c/o Aldingbourne Trust, Blackmill Lane, Norton, Aldingbourne, Chichester PO18 0JP.

**Contacts:** Contact the CLT via [infoabeclt@gmail.com](mailto:infoabeclt@gmail.com) or Chairman Louise Beaton on 01243 543475 if you would like further information.

For more information, visit our website at [abecommunitylandtrust.org.uk](http://abecommunitylandtrust.org.uk). Please share our work with others on Facebook at BarnhamCLT, or on Twitter @BarnhamCLt.

Aldingbourne, Barnham and Eastergate Community Land Trust is registered with the FCA as a Community Benefit Society, Registration no: 8039. The registered address is the Parish Office, Barnham Community Hall, Murrell’s Field, Yapton Road, Barnham, West Sussex. PO22 OAY. The correspondence address is c/o Aldingbourne Trust,, Blackmill Lane, Norton, Chichester, PO18 0JP.

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Aldingbourne, Barnham & Eastergate Community Land Trust  
Income & Expenditure for year ending 31/3/20

INCOME	£	Notes
Membership	140	
Total	<u>140</u>	
EXPENDITURE		
CLT Network fees	300	Represents two years of fees, due to dates in
Printing	330	
Surveys	331.2	
Insurance	<u>296.69</u>	
	<u>961.2</u>	
Cash in bank 14/9/20	7031.01	

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