

Uppingham Homes CLT

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Minutes of a Virtual Meeting of the Uppingham Homes Community Land Trust held at 5pm on Wednesday May 13th 2020

Participating Directors

David Ainslie, Graham Allison, Edward Baines (Chair), Mark Shaw, Margaret Simpson, Ron Simpson, Geoff Thompson

1. Apologies for Absence

None

2. Declarations of Interest

The registered business, council, charity, community and voluntary sector interests of board members were noted. Secretary Ron Simpson declared a personal, but non-pecuniary, interest in agenda item 5c (Housing Needs Survey).

3. Notes of the Board meeting held on April 8th 2020

Received with no matters arising

4. Activity Update

Board members reported on actions taken to date and the next steps required.....

a) Policy and Legal

- i) Land Insurance – Receipt by post of the agreed NFU Mutual policy was noted
- ii) Letter to Developers – The text of a letter to developers and landowners seeking collaboration with UHCLT was approved. It was agreed that a copy for information be forwarded to UTC and RCC
- iii) Website – Progress with the site was reported by Technology Director Mark Shaw and noted. A June 1st target for the site set to go live with some core content had been set. UHCLT policies will be added over time. The proposed content of the governance section was agreed (Rule book, director details, meeting minutes etc.) Also, following amendment, an online membership policy document and application form
- iv) Rule Book – The May 2020 version was approved for publication
- v) It was agreed that further development of the membership be commenced on June 1st 2020
- vi) Shared Ownership Policy – The observations of Locality were noted and amendments approved. The issue of joint owners was referred for legal opinion
- vii) Locality Engagement – The Secretary confirmed that dialogue with Locality on RHP status was underway

b) Homes England and Financial Update

Finance Director Geoff Thompson confirmed that all financial commitments to Homes England had now been met and presented the following documents for Board information and approval where appropriate:-

- i) Homes England Grant Usage Statement (Certified by Independent Examiner)
- ii) Receipt and Payments Statement for the year ending March 31st 2020
It was moved by DA, seconded by MS, that the above be approved. Unanimously agreed
- iii) Unaudited Accounts (first draft) for the year ending March 31st 2020. Director input is required to complete! It will then be submitted to the Independent Examiner for completion.
- iv) The Annual Return Form AR30 in draft - this is for submission to the regulator (FCA) later this year. It will need to be approved at a future Board Meeting
- v) Future Finance – It was agreed that the creation of a suitable Community Investment Shares should be the next policy design priority. Locality to be advised! It was further

agreed that thought should be given to the creation of a project campaign fund.

c) **Technical, Infrastructure and Planning**

- i) Technical Director Graham Allison reported on his dialogue todate with GSS and their response to the various issues raised at the last meeting. Following discussion on the related planning fees, it was agreed that a meeting be sought with GSS to help shape the final outcomes of the contract and the subsequent planning submission
- ii) GSS requirements for prospective building contractors were noted.
- iii) Secretary Ron Simpson reported on the signing of a contract by CPRE to design an affordable homes housing survey for use this summer

5. Any Other Business

None

6. Date of next board meeting

To be agreed with the Chair for mid June.

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Ron Simpson
Secretary

Copy to: CLT Members; Social and Economic Partners; Media

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