

**Notes from the meeting of the  
Longhope Community Land Trust Steering Group  
held on Wednesday 12<sup>th</sup> February 2020**

PRESENT: Mike Phelps, Andrew Maliphant, Ian MacFarlane, Bill Reay, Clive Scott, Lenette Isko, Mark Ling, Gary Nicholas, Karl Hine (Aster Group) and Lois Taylor (Publica Group)

1. Apologies for absence were received from Sarah Turner.
2. The minutes of the meeting on 5<sup>th</sup> February were agreed as an accurate record.

In discussion about the recommendation from Ian Crawley that a CLT should be closely involved in the choice of architect, it was agreed to draft a tender brief based on Homes England's requirements for review at the next meeting.

**ACTION: AM**

AM was asked to contact Vanessa Martin for advice about local architects in addition to Quattro Design, who had been providing advice to the project so far. Responses from architects would then be reviewed at the April meeting, and KH said he was happy to be part of an interview panel.

3. PRESENTATION FROM THE ASTER GROUP

KH reported good news that site drainage would not be a problem, as there was now a surface water strategy that worked, with an identified connection point to drains along Church Road. Foul water drainage was at the site entrance, and connection inflow rates needed to be agreed with Severn Trent.

Further technical surveys would take place once the architect had been appointed, including a general ground survey and an ecology survey. There needed to be an over-arching legal agreement (in the form of a tripartite conditional contract) between the CLT, Aster Group and the site owners. Once the conditions in the contract were satisfied Aster would take a 125yr lease of the site for the agreed premium and the freehold would be transferred to the CLT. The build contract between Aster and EG Carter would have been signed prior to this and made conditional on completion of the tripartite conditional contract. The CLT should get quotes from solicitors for legal work.

**ACTION: AM**

BR raised a question about a response to the Local Plan consultation from a builder suggesting they had control over the site, and it was agreed to check this with Land Registry as well as the site owners. **ACTION: LT/MP/AM**

LT asked whether corporation tax would be due on any ground rent to the Aster Group. KH said their advice had been there would be no such cost to the CLT, but he would ask Eastington CLT for their experience.

**ACTION: KH**

4. Signing was completed of the constitution as a community benefit society (CBS) and the application to the Financial Conduct Authority for registration.

#### 5. MEMBERSHIP

BR said he had been advised by the National CLT Network that a membership certificate wasn't necessary, but the group agreed there should be one, and AM offered to send a model format to BR. It was also agreed to circulate the membership form to the group for sharing with local residents.

**ACTION: AM**

#### 6. PUBLICITY

KH advised that it took six years on average to complete a CLT project, though it could be done in two and a half years. There was therefore a need to keep up publicity on progress, including inviting the public to view emerging designs, and Aster could also run sessions to help people to register in the housing waiting list. A number of immediate actions were agreed:

- BR to confirm use of the logo created for the Longhope Neighbourhood Development Plan
- GN and AM to investigate creation of a website and Facebook page
- AM to print membership forms for circulation in the village
- A press release to be issued when the CLT is incorporated

KH added there would normally be joint press releases at grant of planning permission, start on site, and completion.

#### 7. HOUSING NEEDS SURVEY

AM confirmed that there had been over 100 replies already to the survey, which had been further promoted on the parish newsletter Forest Edge News. KH noted that if there was a need identified for housing for a disabled person, an occupational therapist would be involved in the build design. It was agreed that a presentation on the survey results should be made at the Annual Parish Meeting on April 20<sup>th</sup>.

#### 8. REVIEW OF THE NEXT STEPS

The next stage in the process was a planned pre-application meeting with District Council officers on March 11<sup>th</sup> at 2pm, and LT agreed to ask if the

meeting could be held on site. KH said he would contact Quattro Design to confirm whether they would still be happy to attend the meeting as their involvement in the design process had not yet been confirmed.

9. The date of the next meeting was agreed as Wednesday 11<sup>th</sup> March at 7pm.