

**Notes from the meeting of the  
Longhope Community Land Trust Steering Group  
held on Wednesday 15<sup>th</sup> January 2020**

PRESENT: Mike Phelps, Andrew Maliphant, Ian MacFarlane, Sarah Turner, Bill Reay, Clive Scott, John Jeffries, Chris Phelps, Mark Ling, Gary Nicholas and Lois Taylor (Publica Group)

1. Apologies for absence were received from Peter Johnson and Karl Hine (Aster Group). AM advised that Vanessa Martin had stood back from the steering group due to pressure of work.
2. The minutes of the meeting on 4<sup>th</sup> December were agreed as an accurate record, with the inclusion of apologies for absence from ML, who also offered to become a fifth signatory to the new bank account.
3. After discussion, it was agreed to confirm with the group's adviser Ian Crawley whether the charitable or non-charitable version of the community benefit society made more sense, otherwise incorporation could proceed along the lines agreed at the previous meeting. MP, CS, GN, ML, IM and ST agreed to sign the constitution as the subscribers i.e. the initial trustees.
4. The circulated draft initiation form for registering as a community benefit society through the National CLT Network was approved.
5. LT confirmed that the funding application to the District Council for £1,000 had been approved, subject to final sign-off, and provided a form to record bank account details. AM reported there were still two free days for advice from Ian Crawley, and it was agreed to invite him to the next meeting to confirm the detail of the next steps in the CLT process.
6. AM circulated the forms for signatories to the new bank account with Lloyds, which were completed by MP, CS, GN and ML so registration could begin.
7. AM advised that one of the next steps after incorporation would be the signing of a three-way agreement about the housing site between the site owners, the CLT and the Aster Group. LT offered to arrange a pre-application meeting with planning officers at the District Council. AM added that the housing needs survey would be going out to Longhope parishioners the week commencing January 27<sup>th</sup>.
8. The date of the next meeting was agreed as Wednesday 12<sup>th</sup> February from 7pm, when agenda items would include the next steps in the process including contracts, also publicity and membership.