

**Notes from the meeting of the
Longhope Community Land Trust Steering Group
held on Wednesday 11th March 2020**

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

1. Apologies for absence were received from Karl Hine (Aster Group).
2. The minutes of the meeting on 12th February and additions to the minutes for 5th February were agreed as accurate records.
3. PROJECT DEVELOPMENT

AM reported that while the community benefit society (CBS) had not yet been registered, the community land trust (CLT) bank account had been opened successfully.

AM had contacted Freemans Housing, and confirmed that they do not have any control over the use of the identified housing site.

AM presented the draft architects' brief, with many thanks to LT and KH for their work on it. The brief was agreed with minor amendments, and the typographical errors in the accompanying documents from the Aster Group were noted for discussion with KH before the brief was issued. It was confirmed that the brief should be sent to 3 or 4 architect practices as previously proposed, choosing larger firms who were more likely to be able to cover the various specialist disciplines in-house, and who had also carried out work previously on social housing and/or CLTs. **ACTION: AM**

AM reported he had made contact with three firms of solicitors who could offer the necessary legal services. They had not all replied with the same level of detail, and he would chase them all for an order of costs. **ACTION: AM**

4. FUNDING

AM advised that the agreed grant from the District Council had not come through yet, due to a query about which of two Longhope Parish Council bank accounts was to receive the £1,000.

The Chancellor of the Exchequer had not extended the Community Housing Fund in the March 11th Budget announcement. KH had advised that while the Aster Group could help on the capital funding through another Government scheme, there was still a revenue fund that the CLT could apply to, Homes in Community Hands. It was agreed to apply to that fund, and LT

would confirm the process for applying to the District Council for a pre-development grant of up to £10,000.

ACTION: AM/LT

5. OPERATING DOCUMENTS FOR THE CBS

Following inquiry, National CLT Network adviser Ian Crawley had responded that while many CLTs don't have the full set of documents required by their constitution, he would seek out appropriate examples. It was agreed to have drafts prepared for consideration at the May meeting.

ACTION: AM

6. MEMBERSHIP

BR reported there were currently 13 members of the CLT.

7. PUBLICITY

AM reminded the group that the grant request to the District Council had included provision for a website. Several points were made for inclusion in a brief for web designers, and ST offered to draft a brief for issuing to the agreed two local firms.

ACTION: ST/AM

It was also agreed to have a CLT Facebook page, which GN offered to set up, including the good practice guidance already used for the Longhope Parish Council Facebook page.

ACTION: GN

In terms of general branding, BR asked whether the roundel used for the Longhope Neighbourhood Development Plan could be used within a house design as a logo, and GN offered to prepare a suitable draft.

It was also agreed to publicise the incorporation of the CLT when it happened, including putting up posters around the village.

ACTION: LT/AM

8. HOUSING NEEDS SURVEY

LT shared headlines from the first draft of the Housing Needs Survey report:

- There had been 159 replies from 668 forms sent to parishioners
- 12 households had responded with housing need
- 3 other households had expressed interest in shared ownership

It was noted that the architects would need to come up with proposals that allowed for some leeway in occupation of the new houses by different households over time. LT offered to pass any feedback to Gloucestershire Rural Community Council and to ask for further copies of the report.

9. REVIEW OF THE NEXT STEPS

The next steps were confirmed as:

- Issuing the brief for architects
- Further publicity once the CLT is incorporated
- Seeking quotes for web design and hosting
- Setting up a Facebook page

10. The date of the next meeting was agreed as Wednesday 8th April at 7pm.