



## **THORVERTON COMMUNITY LAND TRUST – BOARD of DIRECTORS**

### **Report on the meeting held on Wednesday 26 June 2024, The Exeter, Thorverton**

#### **Present:**

Andrew Foster (AF), Steve Rendell (SR), Stuart Crebo (SC), Bry Uglow (BU), Andrew Wiles (AW), Roger Cashmore (RC), Andrew Saunders (AS), Noel Tancock (NT), Geoff Pook (GP)

Minutes Secretary: Helen Ratcliffe (HR)

Apologies Jim Roberts (JR), Jan Wills (JW)

**Minutes from the Steering Group Meeting** held on 29 May 2024 were approved.

#### **Governance arrangements – update from Corporate Governance Group**

It was reported that Directors' insurance is now in place.

It was reported that, although the FCA portal is not particularly user-friendly, progress is being made on registration.

Progress on housekeeping policies; It was agreed that, although some progress has been made, the Governance group should meet to take this forward – in particular, the Data Protection policy needs to be in place once the membership drive starts.

#### **Financial feasibility – update from Finance Group**

Draft Finance Policy was received; there was some discussion about the phrase “wherever practicable” in 9c and it was agreed that, if only one quote is possible, either or both of the Chair/Treasurer, as a minimum, should be required to authorise it and that authorisation should be in writing.

There was also some discussion about how signatories/authorisation might work in relation to a debit card and it was agreed that we should wait to hear from NatWest before making a decision on this; it was agreed that the policy should remain as a draft until this is resolved.

It was reported that we are still waiting for a response in relation to the Stage 2 Grant, but that because of the forthcoming election, decisions about potential devolution grants have been delayed.

Slow progress is being made to establish a Bank Account.



The pre-incorporation I & E Account was received; it was noted that the Parish Council is willing to continue bridging the finances (**not** underwrite them). The question of potential conflict of interests was raised for the member of this Board who is also the Parish Council nominee (BU), but it was agreed that this was not the case.

Draft of TCLT proposed I & E Account was received, and members were requested to forward any details of expenditure not yet included to SC.

A couple of potentially helpful legal contacts were also identified and it was agreed that NT should approach Ashfords in Exeter, who reportedly have some funds set aside for pro bono work.

### **Site due diligence - update from Technical Group**

AS presented his summary of the survey reports (and circulated it after the meeting); It was noted that it is important to secure both the North and the South sites as they would work well together in terms of drainage, a net biodiversity gain together with the 'Green Corridor' leading to the Millenium Green, a wetland water storage area, wild flower meadows and additional tree planting etc.

There followed a discussion on the various potential mix of housing and layouts of the two sites, including some open market houses which could help fund other parts of the project.

A briefing document should be prepared for use in discussions with Housing Associations, potential developers, planners etc;

Meetings should be set up with Teign and Aster Housing Associations, involving AW, AS, SC and GP

MDDC planners should be approached for an in principle discussion about flood levels on the South site;

It was agreed that GP would adapt his Business Plan modelling model, based on the figures provided by AS. It was also agreed that the figures in the model should be reviewed by a QS as soon as possible.

### **Membership Drive – Update from CEME Group**

AF presented the Membership application form as it will appear on the website; a minor change of wording was proposed to promote the benefits of being a member rather than referring to roles and responsibilities;

It was agreed that a paper copy should also be made available, enabling applicants to retain the section explaining what they've signed up to.

It was also agreed that, as well as being able to pay the subscription via the website, applicants could leave their £1, together with their name, in an envelope in the PO.



### **Any other business**

It was agreed that it's getting to the stage where we need to have an update meeting with the Church Commissioners.

### **Date of next meeting**

Wednesday 31<sup>st</sup> July at 6.30 in the Exeter Inn Skittle Alley