

# Dorchester Area Community Area Land Trust

## Minutes of the Board meeting held on Wednesday 11<sup>th</sup> December 2019 at 5.30pm

Present: Alistair Chisholm (AC), John Christmas (JC), Ian Gosling (IG), Lynda Kiss (LK), Felicity McLaren (FM), Tricia Mitchell (Chair) (TM), Andy Stillman (AS), Barry Thompson (BT)

Also present: Paul Derrien (PD) – Dorset Council

Administration: Paula Harding – Minute Clerk

### For Action

1) Apologies

Apologies were received from Steve Watson, Natasha Lummes, Emma Scott and Theo Hawkins.

2) Declarations of Interest

There were no declarations of interest made and the Chairman reminded those present that they could make a declaration throughout the proceedings if required.

3) Minutes of the meetings held on 13<sup>th</sup> November 2019

The minutes of the meeting held on the 13<sup>th</sup> November 2019 were agreed as a true and accurate record of that meeting, following minor grammatical changes proposed by IG, and signed by the Chairman.

4) Matters arising from the last minutes

There were no matters arising that were not already listed on the Agenda for later in the meeting.

5) Update on the contracts to be entered into with PfP, Dorchester Town Council and other parties.

PD stated that the DACLT would have to decide on the criteria that would need to be met by prospective tenants in order to qualify for one of the tennis court properties if the development progresses. This will be required for the Section 106 agreement as well as being an integral part of the Lettings Plan for the site. The Section 106 agreed could take up to 6 weeks to draft following the grant of planning permission, but PD will try to ensure that the Legal team complete this as quickly as possible.

The CLT would ultimately own the property but the Lettings Plan will need to be in place before the actual transfer of ownership can take place. Dorchester Town Council will be shown as the owner on the Lettings Plan document, until the site transfer is complete. AS confirmed that the Lettings plan would be for this specific property and not a general Lettings plan for the CLT. This means that future projects would not necessarily be restricted to the same criteria, unless suited to a similar demographic.

PD reported that the Dorset Council have basic criterion that need to be met within a lettings plan. He had no concerns over this as the DACLT already planned to include these elements within their plan.

<p>The planning stages for this development are as follows:</p> <ol style="list-style-type: none"> <li>1) Planning Permission is decided.</li> <li>2) If permission is granted the Section 106 agreement will be drawn up, agreed and signed.</li> <li>3) Part of the S106 agreement will be that a Local Lettings Plan is in place. This needs to be agreed by Dorchester Town Council, DACLT and Dorset Council.</li> <li>4) Contracts can then be finalised and the transfer of ownership be made to DACLT.</li> <li>5) Agreements are to be signed with Dorset Council re: Car Park Access to site.</li> <li>6) PfP can commence the actual build preparations.</li> </ol> <p>PD felt that the age restriction proposed of under 35, would need more thought. AS questioned why an upper age restriction could not be applied. He felt that these properties could be treated similar to retirement properties where a lower age restriction applies. All agreed that this was a valid argument, but were unsure what the DACLT would be legally able to enforce with regards to equality legislation. IG is to check with Becky Smyth whether current legislation would allow the proposed age limit to be included and enforced.</p> <p>PD is to arrange a meeting week beginning 6<sup>th</sup> January 2020 to discuss the Local Lettings Plan. BT requested that Dorchester Town Council be invited to attend as it was a stipulation from them that the upper age limit for residents was 35. There is also a question about what status tenants have when they exceed this age.</p> <p>IG is to ask for clarification from Steve Watson on some of the points in the draft lettings plan he has received and will re-circulate the new draft to the Board. PD is to circulate a couple of other lettings plans from other developments for reference.</p> <p><u>6) Update on preparation of building programme with Places for People (PfP).</u></p> <p>There is nothing further to report, pending the planning permission decision and S106 agreement. PfP are still working on the contracts. IG to chase.</p> <p><u>7) Developments on the planning application. Comments of the Civic Society.</u></p> <p>The planning application will close for comments on the 20<sup>th</sup> December. A number of board members stated that they had been having difficulty putting their comments onto the planning website. JC suggested that in these cases a paper copy handed in to South Walks House reception would be suitable, a receipt should be requested, to prove a comment was submitted so the respondent can speak at any subsequent planning meetings. Currently there were no negative comments on the site, although a few comments include requests for minor changes or guarantees about site working hours and noise restrictions.</p> <p>PD is still trying to get confirmed costings from the Dorset Council Parking team for access to the site and construction materials.</p>	<p><b>Ian Gosling/Becky Smyth</b></p> <p><b>Paul Derrien</b></p> <p><b>Ian Gosling</b></p> <p><b>Paul Derrien</b></p> <p><b>Ian Gosling</b></p> <p><b>Paul Derrien</b></p>
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The Dorchester Civic Society have verbally informed IG that they are in support of the application, but the written comments have yet to be submitted. IG will chase and circulate the official response once he receives a copy of what has been submitted to Dorset Council.

8) Potential new projects.

i) 50 South Street

TM has spoken to Emerson Young who handle all of the sales of property for National Westminster bank in this area. They confirmed that this property is not on their books yet, but to call back in a 2-3 months and they will look again.

ii) Land by Gas Works

Q-Mark Ltd own the land at the old gas works. TM has written to them but had no response.

iii) Dorchester Prison

City and Country have agreed to send AC an information pack about the site when available. They also stated that they are inviting offers for the site of circa £10million.

iv) Land off Kings Road

TM is to ask Dorchester Town Council who owns the land behind National Tyres and she will write to them to enquire about their plans for the site.

v) Other leads

BT reported that he has promoted the call for sites for the DACLT through local farming and Labour party networks.

AC reported that Rupert Edwards (Mill Street Housing Association) is keen to meet with the DACLT to create links and look at future collaborations.

TM reported that she has a meeting arranged with Matt Piles from Dorset Council to try and identify and land sites which may be suitable for the DACLT to develop.

AS is liaising with Susie Hosford from Dorchester Town Council to revisit other possible development opportunities in Dorchester

9) Membership

No new membership applications have been received since the last meeting.

10) Treasurer's report

The Treasurers report had been circulated prior to the meeting.

FM reported that there was still £5884 of the Homes England funding which needed to be spent prior to the 31<sup>st</sup> March 2020, however the Bio Litigation and Excello Law bills have yet to come in.

PD reminded the board that Dorset Council would expect to be reimbursed for the legal fees associated with drawing up the Section 106 agreement. PFP need to be asked whether they will be covering the Section 106 legal costs for DACLT.

**Ian Gosling**

**Tricia Mitchell**

FM felt that the DACLT should try to budget around £500 a year for ancillary costs, such as IT, audit and admin services. AS thought that this should be covered by the ground rent from the tennis court properties once occupied.

PD agreed to check that ground rent can still be charged by CLT's following a legislation change. If so, he will let FM know what would be expected as an income on the tennis court property, so she can check that it will cover the ancillary costs in future years.

11) Any other business

Local Lettings Plan

It was agreed that a Local Lettings Plan for the Tennis Court flats would be finalised and agreed before the end of the next Board meeting on January 15<sup>th</sup>.

12) Next meeting

The next meeting will be held at 5.30pm on Wednesday 15<sup>th</sup> January 2020 in the Council Chamber, Corn Exchange, Dorchester.

There being no other business the meeting closed at 18.30

**Paul Derrien**