

# Dorchester Area Community Area Land Trust

## Minutes of the Board meeting held on Wednesday 17<sup>th</sup> July 2019 at 6.45pm

Present: Ian Gosling (IG), Felicity McLaren (FM), Tricia Mitchell (Chair) (TM), Barry Thompson (BT) and Lynda kiss (LK)

Also present: Paul Derrien (PD), Theo Hawkins (TH) and Natasha Lummes (NT)

Administration: Paula Harding – Minute Clerk

**For Action**

### 1) Apologies

Apologies were received from John Christmas, Andy Stillman, Emma Scott, Steve Watson and Alistair Chisholm.

### 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 19<sup>th</sup> June 2019

The minutes of the:

- Extraordinary Board Meeting
- Annual General Meeting
- Board Meeting

all held on 19<sup>th</sup> June 2019 were agreed as true and accurate records of those meetings and signed by the Chairman.

### 4) Update on preparation of contracts with Places for People (PfP), Dorchester Town Council (DTC) and other parties.

IG has received draft legal documents from Becky Smith (BS) at Excello Law and spoken to her about several amendments which have now been made.

The documents are almost ready to be issued to DTC and PfP. IG felt at this stage there was no need to bring these legal documents to the board. However if there are decisions to be made following the feedback from DTC and PfP then these would be brought to the next available board meeting for resolution.

BS has also drafted the easements for the access to the sewerage system, water pipelines and car park access. BS is to contact PD regarding those which require consent from Dorset Council as he would like to take these to the Director for Assets and Property in the first instance. This is to ensure that senior management at the Council are up to date with the requirements of the project following a large number of personnel changes.

**Becky Smyth and Paul Derrien**

### 5) Updates on Hedge removal, Percolation testing and Right to Light Survey

#### i) Hedge removal

In order for the percolation testing to be carried out the hedge and wire netting around the tennis court needs to be removed. DACLT were advised that they needed to wait until the end of the month or have an ecologist look at the hedge to ensure there were no nesting birds before it could be removed. This has been done and the hedge can be cleared for removal.

The Chairman has spoken to Adrian Stuart at DTC and he has agreed to provide staff to do this removal, although due to staff leave this will not be done until the end of next week. The board would like to thank DTC for this support.

ii) Percolation testing

TerraFerma have been in touch with the Chairman regarding the percolation testing. It is understood that a small number of parking spaces may need to be out of action during the hedge removal and percolation testing.

PD requested that he be informed as soon as date is set for the testing so that he can liaise with the car parking team to ensure that the spaces are cordoned off until the process is complete. AS is the DACLT board liaison with TerraFerma. He is to be asked to request that they carry out the testing early or late in the day when car park spaces are not at a premium and also to avoid Wednesdays due to market day.

iii) Right to Light Survey

The survey was commissioned and has been completed. The report did not anticipate any reduction of light to neighbouring properties were the tennis court development to proceed.

6) Preparation for the Planning application

All of the amendments to the planning application have now been agreed and the submission of the application will be undertaken by Reed Watts, once the results of the percolation test are received.

7) Potential new projects

i) No new projects have been identified at this stage. PD stated that identifying parcels of land or buildings that would be useful for low-cost housing is part of the new Dorset Council programme, but until the new staff structure is complete it is unlikely that much progress will be made.

ii) TM stated that she had not received any further communication regarding the old National Westminster building at 50 South Street, but would continue to try and contact Charles Wilkinson to see if his company would be interested in buying and developing that site in conjunction with DACLT.

8) Applications for membership

Three new applications have been received these were from:  
 Natasha Lummes  
 Theo Hawkins  
 Elizabeth Crocker

The first two of these applicants were also interested in joining the DACLT board. It was proposed by LK and seconded by IG that these applications should be accepted and IG is to complete the required paperwork and issue the certificates.

9) Co- option of Directors

It was proposed by BT that Theo Hawkins (TH) be co-opted to the DACLT board. This was seconded by LK. All present agreed.

**Paul  
 Derrien**

**Andy  
 Stillman**

**Ian  
 Gosling**

<p>It was proposed by IG that Natasha Lummes (NL) be co-opted to the DACLT board. This was seconded by LK. All present agreed. Natasha has volunteered to take on the position of communications officer for the DACLT and will contact Izzy Aldwinckle to obtain the webmaster details.</p>	<p><b>Natasha Lummes</b></p>
<p><u>10) Treasurers report</u>  FM reported that she had now obtained all the records and files from JC. A cashbook has been created to include all grant streams received so far and the Treasurer has allocated the various costs to them to make it clear how costs have been covered so far. The current balance in the accounts is £64,710 with most of the balance already allocated to various works.</p>	<p><b>Felicity McLaren</b></p>
<p>FM reported that the accounts presented to the AGM had an incorrect date on and this needs to be corrected retrospectively. All agreed. Once this correction has been made the accounts and AGM reports need to be added to the website. FM to get JC to correct the accounts date and re-issue them to be attached to the website. NL agreed to put the required documents on to the website once she had received a handover from Izzy.</p>	<p><b>Felicity McLaren</b>  <b>Natasha Lummes</b></p>
<p>At the AGM it was agreed that the DACLT should look to employ an independent examiner to inspect the accounts in place of an auditor as this would be more cost effective. FM has identified a company in Exeter who might prepare the annual accounts and corporation tax return for a reasonable fee and she will contact them. She will also contact other CLT's to find out who they use for this service.</p>	<p><b>Felicity McLaren</b></p>
<p>FM requested that she be added as a bank signatory. All agreed. FM to obtain the required forms and have them countersigned to allow this.</p>	
<p><u>11) Any other business</u>  BT asked that if any board members have any ideas about item for the website they should contact NL.</p> <p>The following are also to be added:  Accounts and financial reports – FM  Agreed minutes – Minute Clerk  Public Consultation Summary – AS  Artist impressions and planning application once submitted – TBC</p>	
<p><u>12) Next Meeting</u>  The next meeting will be held on Wednesday 21<sup>st</sup> August at 5.30pm in the Council Chamber, Corn Exchange Dorchester</p>	
<p><u>13) Future meeting dates</u>  September 18<sup>th</sup>  October 16<sup>th</sup>  November 13<sup>th</sup>  December 11<sup>th</sup>  All meetings will begin at 5.30pm and be held in the Council Chamber, Corn Exchange, Dorchester, unless otherwise advertised.</p> <p>There being no other business the meeting closed at 6.20pm.</p>	