

# Dorchester Area Community Area Land Trust

## Minutes of the Board meeting held on Wednesday 19<sup>th</sup> June 2019 at 6.45pm

Present: Ian Gosling (IG), Felicity McLaren (FM), Tricia Mitchell (Chair) (TM), Andy Stillman (AS) and Barry Thompson (BT).

Also present 4 DACLT members

Administration: Paula Harding – Minute Clerk

### For Action

#### 1) Apologies

Apologies were received from John Christmas, Lynda Kiss, Paul Derrien, 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 meeting held on 22<sup>nd</sup> May 2019

The minutes of the last meeting were agreed as a true and accurate record of that meeting, with a few small grammatical errors amended.

#### 4) Co- option of Directors

i) Douglas Dearing has offered his resignation as a director, to the Chairman, with immediate effect due to work commitments. This still needs to be confirmed in writing, but it was agreed not to co-opt him again at this point.

ii) It was proposed by AS and seconded by BT and agreed that Felicity McLaren be co-opted for a further year to the DACLT board.

It was noted that FM can apply at the AGM next year to become a director and then further annual co-option would not be required.

#### 5) Appointment of Officers

##### i) Chairman

It was proposed by AS and seconded by FM and agreed that Tricia Mitchell be re-elected as Chairman for a further year.

##### ii) Secretary

It was proposed by BT and seconded by TM and agreed that Ian Gosling be re-elected as Secretary for a further year.

##### iii) Treasurer

JC has indicated he would like to stand down as Treasurer.

It was proposed by AS and seconded by IG and agreed that Felicity McLaren be appointed as Treasurer for the year.

TM asked that the Board minute their thanks to JC for the work he has put in setting up the financial management for the DACLT whilst Treasurer. He is to remain as a Director and member of the board.

##### iv) Money Laundering Officer

It was proposed by AS and seconded by IG and agreed that Felicity McLaren is appointed as the Money Laundering Officer for the year.

<p><u>6) Update on discussions with Places for People (PfP)</u>  IG reported that he had spoken to Becky Smyth (BS) (Excello) and that she is in contact with the lawyers representing PfP. The lease documents are currently being revising due to recent legislation changes which now need to be incorporated.</p> <p>BS has informed IG that PfP are willing to accept most of the cost for arranging the easements required for the site.</p> <p>BS has informed IG that she is still to receive sight of the ownership deeds for the Car Park area and is chasing this with Paul Derrien and the Dorset Council Property team.</p> <p>BS is hoping to be able to present a draft contract for the Tennis Court site at the next board meeting and will be liaising with the Dorchester Town Council lawyers once this contract has been agreed by the board.</p> <p><u>7) Planning application submission</u>  The planning application for the Tennis Court development has still not been submitted but it is hoped that this will be done before the end of the summer. This application will initially be for outline permission for a defined number of flats on the site, with the more detailed aspects of the design to be agreed in the future and submitted as a full planning application.</p> <p><u>8) New Projects</u>  The Chairman has spoken to Cllr Graham Carr-Jones the portfolio holder for Housing and has written to Cllr Tony Ferrari the portfolio holder for Property at Dorset Council. Both have been asked to support DACLT by offering buildings and land within their area so that they can be developed to provide low cost rental or purchase.</p> <p>It was proposed by AS and seconded by TM that a board member should take over from Douglas Dearing to continue to lobby for suitable sites and monitor sales of local authority assets. No one was nominated or offered to carry out this role.</p> <p>No further progress has been made on 50 South Street (the old National Westminster building).</p> <p><u>9) Any other business</u>  <u>i) Daylight survey</u>  The Chairman reported that the DACLT has been asked to provide a 'daylight survey' to investigate the potential loss of daylight to neighbouring buildings if the Tennis Court development goes ahead. Jim Reed from Reed Watts has received two quotes for the work with a third to come. The first quote (for all tests) is £1750 the second (for CAL 3&amp;4 only) is £1250. The requirement is only for CAL 3&amp;4 to be completed so the cheaper quote will provide the information required.</p> <p>It was proposed by AS and seconded by BT that the board agree to pay up to £1250 for the survey to be completed, noting that the cost may be lower depending on the third quote. All present agreed.</p> <p>Those present from the DACLT board agreed that it was important to carry out this survey to reassure those in adjacent properties that there would be no or</p>	<p><b>Paul Derrien/ Becky Smyth</b></p> <p><b>Becky Smyth</b></p>
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<p>little loss of light once the development is complete.</p> <p><u>ii) Corporation Tax</u> HMRC has marked the DACLT as dormant and not trading for the purposes of Corporation Tax. They have cancelled the penalty notice which was issued for 2018.</p> <p>FM felt that the company was not dormant, but not yet trading and would check the status of the DACLT with HMRC once again. FM to check with Steve the Corporation Tax status of other CLT's to ensure that we are registered correctly and that HMRC understand the nature of a not-for profit CLT business.</p> <p><u>iii) Community Space – Dorchester Library</u> The Chairman has arranged for the DACLT to use the Community advertising space in the Dorchester Library from the 1<sup>st</sup> September for a month, with no cost. This is a good promotional area as it can be viewed through the library glass walls even when the building is closed. The visual material from the public presentation is to be put in this space with any up to date information such as the outline planning permission application and drawings if available before the end of the allotted period.</p> <p><u>10) Future meeting dates:</u> July 17<sup>th</sup> (apologies: Andy Stillman) August 21<sup>st</sup> 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 7.30pm</p>	<p><b>Felicity McLaren</b></p>
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