

Dorchester Area Community Area Land Trust

Minutes of the Board Meeting held on Wednesday 22nd May 2019 at 5.30pm

Present: Alistair Chisholm (AC), Douglas Dearing (DD), Ian Gosling (IG), Lynda Kiss (LK), Felicity McLaren (FM), Tricia Mitchell (Chair) (TM), Andy Stillman (AS) and Barry Thompson (BT).

Also Attending Paul Derrien, Becky Smyth (Excello Law)

Administration: Paula Harding – Minute Clerk

	For Action
<p><u>1) Apologies</u> Apologies were received from Izzy Aldwinckle, Emma Scott, Steve Watson and John Christmas.</p> <p>The Chairman announced that Izzy Aldwinckle has now resigned from the Board as she has a new job outside of Dorset and will be moving away from the area. IG to arrange her removal from the list of Directors for the DACLT.</p>	Ian Gosling
<p><u>2) Declarations of Interest</u> There were no declarations of interest made and the Chairman reminded those present that they could make a declaration throughout the proceedings if required.</p>	
<p><u>3) Minutes of the last Board Meeting held on 24th April 2019</u> The minutes were agreed by the board with two minor grammatical changes on Pages 2 and 3. These were signed by the Chairman as an accurate record of that meeting following these changes.</p>	
<p><u>4) Actions still outstanding from the last minutes</u> PD is still to circulate a link for the DACLT board to the brownfield site list on the Dorset Council website.</p> <p>BT and AC are to create press releases for the public presentation launch for the West Walks site and liaise with the Dorset Echo and other media via Trevor Bevins.</p> <p>AS is to contact Dorchester Town Council (DTC) to ask if they are willing to hold legal papers for the DACLT in their safe.</p>	Paul Derrien Barry Thompson, Alistair Chisholm
<p><u>5) Becky Smyth (BS) –Solicitor Excello Law</u> BS attended the meeting in her capacity as Solicitor to the DACLT. She outlined what she understood as the current position of the DACLT and the developers, Places for People (PfP).</p> <p>BS confirmed that the land searches will be done for both parties in tandem by PfP, who are happy to share the information found with the DACLT legal team.</p> <p>The next step for the legal team will be to negotiate with the Town Council to purchase the freehold for the DACLT. A lease will then be negotiated and agreed between DACLT to PfP . PfP will develop and manage the land on</p>	Andy Stillman

<p>behalf of the DACLT.</p> <p>It was understood that the Town Council may want to include a clause to protect the asset from being re-sold by the DACLT in the future for a large profit. BS stated that this would be negotiated as and when required.</p> <p>BS agreed that several other negotiations also need to be completed as soon as possible, these are:</p> <ul style="list-style-type: none"> i) The easement for access to the sewerage system at Somerfield House ii) The rights of access for the developer across the car park during construction. iii) The agreement for the developers to site construction equipment and storage on car parking spaces next to the development site. iv) The easement for residents of the new building to access it via the car park. <p>It was agreed that although a planning application had not yet been submitted, the negotiations and agreement of easements should be negotiation as soon as possible so that the developers could move in as and when planning permission is granted. BS, IG and AS are to work together to obtaining these easements and permissions as soon as possible.</p> <p>AS reported that the DACLT had verbal permission from DTC to access the site to carry out the percolation testing prior to a freehold agreement being signed. TerraFirma have been contracted by DACLT to carry out these works, but these works cannot begin until access arrangements across the car park have been agreed with Dorset Council.</p> <p>PD is to meet with the Car Park and Estates team at Dorset Council next week along with the Housing portfolio holder, Cllr Graham Carr-Jones. He will update them on the work of the DACLT and see if a meeting can be arranged with all of the interested parties to push the required agreements forward. PD is to e-mail the key contacts at the Dorset Council for the estates and car park teams to BS so that she can introduce herself as the DACLT legal contact.</p> <p><u>6) Meeting with Places for People (PfP)</u></p> <p>A meeting was held on Monday 19th May at PfP offices with the architects, TM and AS. AS has created a set of notes from the meeting and these will be circulated to the board, by PH with the minutes. There is also a set of notes from the architects which arrived just prior to the meeting and will be circulated by AS.</p> <p>A public presentation is planned for the 12th June, to be held at the Corn Exchange from 3pm – 7pm. Board members were requested to attend if possible to help answer questions, promote the West Walks development and increase DACLT membership.</p> <p>The design, in general, has been provisionally agreed as a 4 storey building by PfP, although this is subject to planning permission being granted. PfP are investigating the cost of ground source heating and will report back on whether this is financially viable.</p> <p>The aim is for the construction to be as environmentally friendly and energy efficient as possible within the budget constraints set by PfP to maintain the affordability of the flats.</p>	<p>Becky Smyth, Ian Gosling and Andy Stillman</p> <p>Paul Derrien</p> <p>Minute Clerk Andy Stillman</p>
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The bin store will be situated almost opposite to the bin store of Whetstones and can therefore be collected by the same refuse vehicle at the same time.

The issue of clothes drying in flats has still to be resolved as the current proposed ventilation to the properties will not be sufficient to remove the excess moisture created.

PfP will not be providing white goods to the flats as these would be costly to maintain, manage and test each year.

It was agreed that it would be useful to 'spray out' the footprint of the proposed development onto the tennis court so it can be visualised. DD was asked if he would assist AS with this. He agreed, providing the architects also attended to check that the measurements were accurate to their current plans.

Douglas Dearing and Andy Stillman

7) Meeting with Max Gate estate agents, re Brewery Square

JC and TM attended a meeting with Max Gate estate agents (MG) on 15th May. Their representative Charles Wilkinson (CW) explained that there is a plan to build 63 affordable flats for sale on the east of the Brewery Square site. These flats would be sold at a 20% discount of the market value with a covenant to state that the 20% discount would also apply to future sales of those flats. These properties would be marketed by Footsteps, an affordable housing supplier, and would not be able to be purchased as 'buy to let' or 'second homes'.

The properties would be between 37.5 and 61 square metres in size and JC and TM were both happy that this development and that currently proposed by the DACLT were sufficiently different to complement each other rather than to be in competition.

TM discussed the bank site at 50 South Street with CW as a potential development site and agreed to send him the details.

Tricia Mitchell

8) Future Projects

a) Co-op funding

TM has received no response from the Co-op regarding their affordable housing funding pot.

b) Monkton Park

One of the houses that the DACLT were potentially interested from the old Dorset County Council portfolio is now back up for auction with a guide price of £70,000. The DACLT were interested in this property as it is adjacent to a field currently owned by Dorset Council which would be a good development site.

Resolution: It was proposed, seconded and agreed that the DACLT should not attempt to purchase this property as it was primarily the field behind which they were interested in, which was not part of this sale.

It was agreed that DD should continue trying to make contact regarding the field with Dorset Council. AS is to try and visit the property and report back if he feels that it is a viable property for the DACLT in isolation.

Andy Stillman

c) Dorset Council properties and land

PD reported that now the new unitary authority, Dorset Council, is in place they are looking more pro-actively at sites they own which could be used for affordable housing development. The Chairman is to write to Cllr Carr-Jones, the portfolio holder for housing, and explain the background to the DACLT and what type of land and property we would be interested in purchasing and developing.

AC had written to Matt Prosser, Chief Executive at Dorset Council and established that it has been agreed to report all land and property sales through the Dorset Council committee system in the future.

PD reported that Simon Parker is the Community Led Housing Enabling Officer at Dorset Council and that he is a good liaison point for the DACLT in terms of identifying potential low cost housing development sites.

d) Public Presentation for West Walks development – 12th June 2019

PD is to ask Cllr Carr-Jones to attend the presentation.

The architects are to provide the development plan materials ready for printing. It was agreed that printing costs would need to be incurred if the Dorset Council or Town Council could not offer free printing.

ES is to create the presentation boards, similar to those used on the carnival stand last year.

A meeting to finalise organisation of the event is to be held on the 5th June. AS is to circulate the venue when booked. PD is to get the Dorset Council communications team to circulate details of the event via their social media channels.

9) Membership

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

10) Treasurers report.

JC was not at the meeting so a formal treasurer report was not given.

IG reported that the Treasurer has been in correspondence with HMRC regarding their instruction to file a tax return for the DACLT. A formal question was sent in writing to HMRC as to why a tax return was required for year ending 31 March 2018, but as yet no response had been received. The treasurer completed a tax return for the DACLT on the 10th May 2019 to avoid further reminders, but would continue to establish why this was required.

The accounts were sent to HMRC on 19th April 2019.

A request had been received from Homes England to declare how the grant issued to DACLT had been spent in 2018-19. Due to the grant not being received until the end of March, none of the funds had been spent within the time frame required so a nil return was given.

**Paul
Derrien**

**Andy
Stillman
Paul
Derrien**

<p><u>11) Any other business</u> AC had been in discussions with the head of the Dorset Youth Association about their headquarters in Lubbecke Way. AS reminded AC that Adrian Stuart from Dorchester Town Council had been working with them over a number of years to try and unlock the site for re-development and that AC should get an update from Mr Stuart before trying to progress this further.</p> <p>The Chairman reminded the Board that they should no longer copy in Adrian Stuart, (Dorchester Town Council) to DACLT correspondence and he has expressed a preference to no longer be included unless approval of an action is sought from the Town Council. The minute clerk was instructed to remove him from the DACLT circulation list.</p> <p><u>12) AGM</u> Four directors will be up for renewal at the Annual General Meeting: Andy Stillman Alistair Chisholm Tricia Mitchel Ian Gosling</p> <p>The position of Secretary, Chairman and Treasurer will also need to be elected.</p> <p>IG is to recommend that the DACLT appoint an auditor and this will be added to the AGM agenda.</p> <p><u>13) Next Meeting</u> Extra –ordinary Board meeting 5.45pm – 19th June 2019 (to process and agreed any new membership applications prior to the AGM)</p> <p>Annual General Meeting – 6.00pm – 19th June 2019</p> <p>DACL T Board Meeting – immediately after AGM is closed – 19th June 2019</p> <p><u>Future meeting dates:</u> July 17th August 21st September 18th October 16th November 13th December 11th</p> <p>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 7.15pm</p>	<p>Alistair Chisholm</p> <p>Board, Minute Clerk</p>
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