Chilbolton Community Land Trust – Board Meeting July Approved Board minutes

Date: Tuesday 8th July 2025

Time: 7pm

Location: **Walnut Tree House, Drove Road. SO20 6AD no** Teams Meeting ID

Attendees:

Martin Gossling, Maureen Treadwell, Andrew Bradley, Neil Connor, David Hall, Steve Picco and Richard Youell.

Apologies: Sue Larcombe and a thank you to Neil for hosting.

Chair: Martin Gossling

1. **Welcome intro**
   - Outline of the purpose of the CCLT Board meeting
   - **a.** We still need to find and recruit a Treasurer/FD. This is key to our needs going forward.
     - a. Maureen confirmed that she is talking up the role for the foreseeable future.
   - **b.** We will need a clerk.
     - a. To be considered once full funding has been found
   - **c.** Anything else in terms of the management requirement we need to plan for?
     - a. Nothing proposed at this time
   - **d.** Definitions of what we the CCLT will be referring to, such as social housing, what We the CCLT will be focusing on and how we can interact with the CDC and PC
     - a. To be discussed during the course of the meeting.

2. **Approval of last minutes**

-Timing and release going forward will be as soon as the minutes are approved for them to be released via the CCLT website for all member to have access to.

3. **Declarations of Interest**

   - All trustees to declare any **new potential conflicts of interest** such as membership of other committees.
     - **No new declarations made**.

4. **Update from members of associated committees CDC and PC**
   - Neil/David outlined the proposed interaction between the CCLT/PC/CDC and updated the Board on the latest CDC TOR. The CDC is now laser focused on the delivery of what it is being asked to do. The CDC will now just deliver what is in the pre-app which covers

20plus houses of which 10+ are CCLT. As such the TOR has been updated but still needs final resolution with the PC in areas such as land negotiation and as a result David has stepped down as Chair of the CDC leaving Neil as vice Chair. A new Chair of the CDC will be elected at their next meeting.

- Communications between such bodies? This will be difficult until the TOR for the CDC and the PC are settled to know precisely just who the CCLT needs to deal with on elements such as land matters. A CDC sub committee is looking at land alternatives.

5. **Vision and Strategic Priorities**

It was agreed in the last meeting that the short-term priorities were to determine: -

What is required to build, cost of any land offered and the location and area of land?

The Board needs to therefore discuss the following and once ready go to the members with options for approval.

1. **Clarity around just what is our vision and purpose**
    a. **Building housing/units only for rent to either the local council and/or individuals living in Chilbolton. Social and Affordable.** On the basis of only initially building 10-15, the CCLT would only initially build for rent purposes with shared ownership being considered for the future unless financially it had to be done from the outset.
    b. 1/2/3 beds? It was agreed that the initial view would be a 'terrace/crescent' of 12 units 5 one beds and 7x 2 beds as an initial mix rather than separate units from an initial planning point of view.

Action 1: MG to feed back to Alisdair Campbell at the CDC the initial mix for modelling purposes.

    c. It was suggested that points of co-operation such as design etc are identified between the CDC and the CCLT.
    d. Recruitment polices. Under just what terms would we accept tenants from either group? This is to be defined over the coming months.
    e. Std Polices. CCLT will need a number of polices to meet our legal and governance requirements, such as a finance policy etc.

Action 2: Steve P to be asked to produce a list of potential polices for the Board to then disseminate and all work on.

https://www.communitylandtrusts.org.uk/cltn-resources/

2. **What is the housing composition of the village today? Do we need this information for what we need to do and if so where do we get the information from?**

Action 3: David to provide a link to the data.

3. **What is now actually needed to support social and affordable housing?**
    a. **What do we, the CCLT, define these terms as?**

It is simply by who will be paying the rent ie if the council rent them they are 'social' and if we deem who can rent them they are 'affordable'?

b. **If so what will be the rules around such renters to start with?**

It was agreed that rules will be needed

Action 4: Andrew to think about wording to describe the two groups and to come up with a set of initial rules for discussion.

c. **What will be our mix of social and affordable houses?**

Sue was not in attendance but was asked to provide the following information:

The current waiting list from Test Valley for **social housing** in our area with people that fit the Council criteria is 13. These would be for rent. **Q. What % would we want to build for initially?**

Countryside Alliance meeting on the 11th.

Action 5: Richard is going and will report back.

The New Local Plan is now out and the PC has put it out on social media the details which relate to Chilbolton and it states 65 houses. There is now a date for the public meeting of August 21st. This is a date which fits conveniently between various meetings and the date by which the CPC comments have to be into TV. It is assumed that the CCLT will feed into it and another meeting would not be needed. MG has checked and the CCLT does not need to respond to this document, the PC will on our behalf.

The CDC will 'deliver' the land to CCLT.

The composition of the village is in the NP and page 55 gives you other information, completed in conjunction with Action Hampshire. This was updated in 2024 with The Housing Needs Survey and the Village Aspirations Survey.

Here are the links:

https://chilboltonparishcouncil.org.uk/wp-content/uploads/2024/04/Parish-Priorities-Summary-Report-Draft-1-170424.pdf

https://chilboltonparishcouncil.org.uk/wp-content/uploads/2024/07/TVBC-Chilbolton-FINAL-HNS-report-v2.pdf

4. **Land. Do we need to carry out a strategic Housing and economic Land Availability assessment or will this be done by the PC/CDC? If so when will this be done and by whom?** The CDC will be reviewing potential sites and will update the CCLT accordingly..

5. **Finance and Funding**

-Update on funding and finance considerations- Neil commented on the operating models and how much responsibility the CCLT should actually take in building & managing the project, costs and effects of the following:

CCLT doing everything

CCLT doing something

CCLT doing very little

Also community shares etc. Homes England has an allocation of funds that sits with TVBC waiting for a case.

Conclusion, was that the CCLT needs to bring in some experience from 3rd parties including developers and housing associations.

Action 6: Maureen to propose appropriate 'strands' or approaches and to co-ordinate with Andy and Neil and then present options back to the Board.

- Update on Banking and grant – Maureen

Bank set up with the Co-Op bank and 3 Trustees set up as signatures, two required to sign for anything. Martin has developed an initial Finance policy.

Action 7: Martin to send draft finance policy to Maureen for review

All Trustees will be able to view the accounts.

6. **Community Engagement Plan**

- Discussion on how to engage with the local community

Action 8: Andrew Bradley to update the Board on any progress far and/or any new ideas for consideration especially around how to engage with members.

-Update on any new CCLT email IDs all now set up

-Web site will be updated

- Where to store documents?

Google drive for initial use for Board documents.

Action 9: Martin to give access to the google drive, Andrew to update website and propose public data storage/access area

Schedule of Future Meetings

Agreed on 2nd Tuesday of each month at 7pm moving to also include at least 2 annual meeting including members, or even more. Meeting locations at board member homes and or village hall subject to funding.

Next meeting set to: 12th August at 7pm venue TBC. Village hall for the Members in addition to a Board meeting 2nd Tuesday Sept in late September date TBC?

Action 10: Andrew to send out google poll once Maureen has some potential dates for the members meeting in September.

7. Any Other Business (AOB)
   - Open floor for any urgent or additional matters

The Chair thanked everyone for their support and closed the meeting at: 9:20pm

Chairman
CCLT