

## Powerstock and District CLT Steering Group Meeting

Marquis of Lorne, Nettlecombe DT6 3SY. 6pm, 11 February 2014

### *Present;*

Vanessa White, Steve Poole, Tim Connor.

### *Apologies*

Nerissa Jones, Lynne McLaughlin, Keith Exton, Judith Griffies

### *In attendance:*

Alison Ward (WCLTP), Steve Watson (WCLTP), Catherine Bonnett (WDDC), Victor Crutchley (site owner).

**Welcome:** SW chaired the meeting.

**Notes of the last meeting:** No comments regarding matters of accuracy.

### **Matters arising:**

TC had contacted Richard Carpendale satisfactorily; VW had contacted Edward Parham, who was willing to help in any useful way.

### *Expressions of interest from Architects:*

Six letters had been sent, three had so far replied. Those interested included Etchingham Morris [Weymouth] knew Powerstock well; Western Design also very interested.

An area to be sorted out concerned the relation between Housing Association and the architect as far as latter's indemnity relation between both client [ourselves] *and* the HA.

*Meeting with a Solicitor.* VW and SW had met David March of Battens, Yeovil. Very knowledgeable and interested; experienced on CLTs at Queen Camel, now at Lyme. Fee would be £3,500 plus VAT and anything beyond *pro bono*. Battens may be able to direct us towards a charity that might assist.

*Communication 1.* The need for a website, a logo, and headed writing paper becomes urgent. VW will contact Jen[ny] Semmence who may help with website for a small fee. We have part of WDDC £5000 that could be used for that and headed paper. **VC will sketch some ideas for logo.**

*Clearing the Forge site* is an essential prerequisite for any forthcoming inspection. **VC and SP will arrange a working party and invite potential CLT members to join.**

**Feedback from Visit to Upper Culm CLT, 28 Jan 2014:** layout of site, parking provision and most details of interior design favourably received. Surprise expressed at arrangements as to flooring for both rented and part-ownership properties. Tiles and wooden floors preferred. Enclosed porches will also be needed for the Forge site. CB suggested we should start a list of requirements for the architect. How environmentally-sustainable should the Forge site aim to become?

### **Contacts with possible Housing Associations:**

Yarlington : already pointing to [known] difficulties

Hastoe clearly very keen and evidently sympathetic; praised at Upper Culm; perhaps the most environmentally concerned.

Aster: also interested; has developed from management of large blocks of Local Authority housing.

All of the HAs have already worked in partnership with CLTs and were felt to be capable of working well with P&DCLT. Overall, there was a preference for Hastoe because: a) they are a specialist in rural housing; b) their local office is in West Dorset (Dorchester); and c) they have a commitment to achieving good environmental standards (Code for Sustainable Homes Level 4, if not Passivhaus).

It was agreed that there would be a meeting with Rob Asprey of Hastoe (proposed for Monday 24 Feb., 10 am) to discuss how the partnership would work. If this meeting is successful then Hastoe would be selected and the other two HAs thanked for their interest. If the meeting with Hastoe was inconclusive then the other two HAs would be reconsidered.

### **Details of HCA Contract**

SW went through the stages through which the Grant will become available.

In the next phase we need to ensure that the initial feasibility work is contained within 50% of the grant allocation [£14,100], progressing to detailed feasibility if all looks well. The initial feasibility will involve:

- Obtaining sketches, not finished drawings from architects
- Commissioning a measured survey and a ground investigation
- Consultation with the WDDC planner and with the Highways Dept.

It was agreed that VW will show the HCA contract to David March of Battens for an opinion about the terms and conditions.

### **Appointment of an Accountant.**

Necessary to sign off each phase of grant expenditure, also to audit expenses etc. It was confirmed that, through the Trust's Rules, procedures are already in place regarding conflicts of interest. SP will talk to a local accountant he works with and show him the HCA contract to see if he has suitable experience to undertake this role.

### **Communication 2. with Wider Community**

LM's article for the ECV discussed. Agreed this should be published in next issue.

### **AOB**

Meeting to approve members of CLT, nominate directors, draw up membership register arranged for Tuesday 18 Feb., 11 am. Marquis of Lorne  
Alison Ward would be able to provide templates for these formalities

Invitations to West Dorset & Weymouth and Portland CLT Network Event, Friday 28 Feb. 10 am, in Dorchester were issued. TC may be able to attend and will also approach NJ.

**Date of Next Meeting:** Monday 10 March, 6.30pm. Marquis of Lorne