**ANNUAL GENERAL MEETING MINUTES**

**HELD ON 25 SEPTEMBER 2024 AT 7PM**

**AT STOW YOUTH CENTRE, FOSSE WAY, STOW ON THE WOLD GL54 1DW**

Meeting opened at 7.05 pm.

Present:

Board: Nigel Moor (**NM**) Chairman, Ben Eddolls (**BE**), Helen Middleton-Price (**HMP**), Nigel Surman (**NS**), Simon Clarke (**SC**), Paul Girvan (**PG**), Dilys Neill (**DN**) via Zoom, David Germaney (**DG**) Secretary & Treasurer.

Members: Jo Davies (**JD**), Tom Blythe (**TB**), Roger White (**RW**), Jenni Turner (**JT**), Jenny Scarsbrook (**JS**), Mike Moseley (**MM**), Rob Brown (**RB**), Susan Lipthorpe (**SL**), Rachel Surman (**RS**), Jonathan Pearce (**JP**). Via Zoom: Steve Jones (**SJ**), Barbara Simmonds (**BS**.

Non-members: Ian Deakins, Sarah Walker of GRCC via Zoom

1. **Apologies**

Board: Liam Ratcliffe, Tim Carter; Members: Peter Minty, Rob & Margaret Walters, John & Moyra Holmes, Nigel & Sarah Taylor, Marjorie Fennessey, Rebecca Whitby, Bob Fisher, Janet Phillips, Brenda Russell, Liz Sajewicz, Scheila Meliska & Ian Cook, Geoff Park & Maggie Deacon, Janet Piper.

**2** **Board Members**

No new members were co-opted during the course of the year, but Moyra McGhie, Greg Forster and John Holmes have resigned. Simon Clarke continues as Stown Town Council Representative. **JP** asked what sort of skill set the CLT is looking for, and **HMP** said that finance was a major one, particularly fundraising. Fuller descriptions had been sent out in the last newsletter. **NM** said the secretary had just been contacted by someone who looks like being a suitable board member and who will be interviewed shortly.

**3 Re-election of the Board for the year 2024/25**

All the board members offer themselves up for re-election. There were no other nominees. Proposed by **RW** and seconded by **JP** that the Board be re-elected. Carried unanimously.

**4** **Minutes of Annual General Meeting held on 17 October 2022 to be approved** Proposed by **SC** and seconded by **NS**. Carried unanimously.

**5** **Matters Arising**

Dealt with under Chairman’s Report

**6 Chairman’s Report**

The Chairman thanked all those present for attending, as there were far more than usual, and the weather was particularly bad.

**NM** stated that this year has been a rollercoaster for the Trust as we have pursued a number of possible land options. Fortunately, although the delays have been frustrating, we have an agreement with Guy Wooddisse to pursue a planning application on behalf of The Trust on the Bayhill site. He paid tribute to Guy for his commitment and determination to get both his initial scheme and our second phase over the line. We anticipate a planning application being made in the autumn once the s106 Agreement in respect of the initial scheme has been agreed. An important factor for our application is the support of Alan Hope, the newly appointed housing delivery specialist for CDC.

A considerable amount of time was spent on negotiations with Castle House Group, promoters of the additional retirement houses at Newlands but unfortunately, we were not able to agree terms. **NM** also acknowledged the work of Paul Girvan, whose recent survey of businesses in Stow has given us some hard data on housing need amongst those working in Stow, which can support our planning application.

After more than a year in the Chairman's role, **NM** said he was only too aware of the challenges ahead to deliver on the Bayhill site, and the very limited resources both in terms of skills and finance that we have available to us. He added that, from his experience of other charitable trusts, it is very difficult to get people involved in taking on responsible roles. Post-Covid there has been a tendency to become inward-looking, perhaps relying on social media for news and communication. This is not going to change. Frankly but for the heroic efforts of our secretary and treasurer, we would not exist. We have to ask ourselves do we as a Trust have all the skills to deliver the Bayhill site, or once we obtain planning permission look to collaborate with another CLT with stronger and wider experience.

In response to a question from **MM**, **NM** anticipates that the planning application would go to planning committee, given the mixed messages from the planning officer. We will be looking to our CDC Councillor to request a call-in. The chairman will be happy to represent the Trust at that meeting and address the committee.

He thanked the board members, particularly the Secretary, for all their support and enthusiasm.

**7 Treasurer’s Report, including approval of accounts**

Full draft accounts have again been kindly prepared by Messrs William Hinton and emailed to all members who have an internet address, while those who are on ordinary post have received a copy of the P&L sheet. The draft accounts have been posted in the Documentation section of the website.

Stow TC gave a grant of £500 and one member donated £200 to cover the cost of 2 issues of the Newsletter for last year and for 2 issues in the current year. The website hosting and the continuation of the internet address came up for renewal last year and that was covered by a further donation of £315. The cost of membership of the CLT Network increased slightly last year and printing and postage went up considerably because of the sending out of Newsletters. **DG** felt this was a small price to pay for keeping members and the larger public informed of our activities.

**DG** recommended the accounts for approval. Proposed **PG** and seconded by **NM**. Carried unanimously.

The balance at the previous year end was £1,728 and we have since received a grant of £1,500 from Stow TC for which we are very grateful. The current account as at the date of the AGM is £2,824.44 with anticipated further expenditure (e.g. National CLT, postage & printing, hall hire, accountant’s gift, website renewal) of about £750.

**RW** enquired about funding for matters such as planning application and legal fees. **NM** said that CDC were very keen for our development to go ahead and Alan Hope of CDC was looking into the question of grants.

**8** **Secretary’s Report**

**DG** reported that in the last financial year we lost 8 members due to resignation or death. So far this year 2 new members have joined. When the AGM notifications and other paperwork were sent out, only 15 people sent their apologies. None of the fourteen people/couples who do not have an email address responded, despite having been provided with an SAE – this is an appalling waste of time and money.

The website continues to be periodically updated, and historical information added, but the website is beginning to look outdated.

In a personal capacity **DG** has joined Hook Norton CLT, in order to learn from their operation. He urged members to look at their housing development.

He and **HMP** have had meetings with GRCC, and their advice has been extremely useful. He and **NM** have had several meetings with Bayhill and have also met Alan Hope of CDC, the Strategic Housing Officer who, being from private practice has a ‘can-do’ attitude and they hope he will be able to assist the CLT with grants relating to planning applications etc.

**DG** has been working on the paperwork of the CLT and has carried out a review of the Constitution. The draft up-to-date constitution had been sent out all members. He also mentioned a minor error that had been overlooked and that had been notified to members on the day of the meeting.

**DG** proposed that the new Constitution together with the minor aforementioned correction be adopted, seconded by **HMP** and carried unanimously. Action - The signed revised Constitution has since been emailed to all members, together with a note regarding attendance/apologies and cessation of membership.

**9** **Update on Land Acquisition.**

**NM** said this has been largely covered in his report at Item 6 above. He invited **PG** to explain how the housing needs survey had been carried out and his analysis of the results. **PG** distributed a copy of his analysis, which showed a huge demand for truly affordable housing, something previous surveys by other bodies had failed to uncover. He said this tied in with anecdotal evidence. He urged caution with regard to using these figures at this stage as there was further information due to come in, but he would update these in due course. **DN** asked if she could forward this to CDC officers, but it was felt to be premature until **PG**’s final analysis had been completed.

**10 Update on meetings with other relevant bodies**.

Apart from the meetings detailed above, **DG** and **HMP** have met with GRCC in respect of grants and advice regarding the website.

1. **Inclusion and engagement**

**HMP** reported that we had published four editions of the newsletter since the last AGM. They continue to be received well and are an important part of keeping our membership up to date with developments.

Recent focus has been on the campaign to improve our reach. Our first move is to update our image and brand; it is currently rather old fashioned and sedate, and we need it to portray a modern, dynamic and energetic organisation. This is in order to make it appealing to a) our target groups, especially young people and families, and b) potential investors; if we are to, for example, launch a Community Share Offer, we will need a national profile, and our website will be an essential component of this.

She has had a couple of ballpark quotations for approximately £11,000 for an extensive re-vamp, including logo, branding and website. She has submitted one grant application to the National Lottery for this amount and would welcome ideas for other sources of funds. **SJ** suggested the local Tesco funding stream might be a possibility, and that he would email **HMP** with details.

**12 AOB**

**JS** enquired about ensuring that housing would be for local people and/or those with a local connection. **DG** reassured her that, by virtue of our constitution and control over whichever Housing Association we partnered with, housing would go to the target occupiers. As regards planning application costs, if these cannot be met from grants, they will be end-loaded so that, hopefully, the Housing Association/Registered Provider pays.

**SJ** asked about the £484,000 that had been raised some 8 years ago via the CIL; **DN** said that had largely been spent many years ago, mainly on staff recruitment for the provision of social housing, and on other facilities in the CDC area. It has now dissipated.

**BE** gave a brief summation of the CLT’s founding and its progress to date.

**NM** thanked all for attending and for their support.

**Date of next Formal Board Meeting:** provisionally fixed for 9 January 2025 at 7 pm, to be held at the Stow Youth Centre and the next AGM for 2 October 2025 at 7 pm.

Meeting closed at 8.10 pm.