

**Minutes of the Annual General Meeting of the Colerne CLT
Thursday 7th September 2023 in the Village Hall**

Present: Paddy Harman – Chairman (PH); Jane Mellett – Secretary (JM); Anne Nicholas (AN); Peter Mellett (PM); Robert Weston (RW); Clive Spencer (CS); Ally Minch (AM); Hilary Holman – Treasurer (HH); plus 9 CLT general members.

| | | |
|---|--|--|
| 1 | <p>Apologies Paul Blyth; Chris Woods.</p> | |
| 2 | <p>Introduction by the Chair Paddy Harman welcomed Trustees and members to the meeting – the CLT's second AGM in three years since official incorporation, Covid having curtailed activities in 2021. He informed the meeting that, due to likely relocation, he intended to step down as Chair.</p> | |
| 3 | <p>Minutes of the previous AGM 2022; matters arising and approval No matters arising. The minutes were formally accepted as a true record by the meeting (unanimous show of hands).</p> | |
| 4 | <p>Secretary's report: Trustees' business during the past year Jane Mellett reported that membership has slowly grown to 90, although we would ideally like to have 200, representing 10% of the Parish population and indicating a fuller level of community support. Since incorporation, there have been major changes to support for CLTs in their early stages: Central Government funding is no longer available until a housing association partner becomes involved. However, Colerne CLT has some nominal funding from the Parish Council; three years remain of the original five years granted. We also have the support of a local Wiltshire HUB for CLTs and other community-led housing schemes. The Colerne Parish Neighbourhood Plan also supports the CLT, stating that the use of Rural Exception Sites for community-led housing is its first choice for the development of essential housing needs, identified five years ago as ten units of mixed rental and co-ownership. Our primary activity this year has been to pursue potential options for a small-scale housing development within the Parish. To date, we have not been successful in identifying a small plot of appropriate brown- or green-field land (not green belt) to accommodate a mixed development of 10–15 units of affordable homes built to Passivhaus standards. It is worth noting that these aspirations are currently being met by a CLT construction project in Seend. A useful development for us is that the Parish Council is now being included in the preliminary discussions for the disposal of Colerne Airfield and Barracks. Local landowners who have been waiting in the hope that they can develop their holdings with market housing; once a preliminary plan for the MOD land is set within the new WC Local Plan, the use of other greenfield sites will be less likely to be accepted by planners unless they are primarily to provide affordable housing to meet local needs. With these two criteria in mind, we are initiating a housing needs survey (sponsored by the Parish Council) to enable us to argue the community's need in any plans for house building and to justify a CLT application for a rural exception site to accommodate this provision. We are hoping that community interest will increase once we have access to land on which to base a building project. Jane concluded her report by thanking the Trustees who have remained loyal and active on the CLT's board; however, we continue to look to recruit local parishioners with marketing and finance skills to add to the board of Trustees.</p> | |

| | | |
|---|---|--|
| 5 | <p>Financial report and end-of-year accounts submitted to the FCA</p> <p>Hilary Holman presented the accounts for the reporting period 1 April 2022 to 31st March 2023, as independently examined and presented to the FCA. Hard copies were available to the meeting and are also posted on the website. In summary, the closing balance at the start of the accounting year was £383.89, with a closing balance at the end of £333.64.</p> <p>The primary source of income was a £200 grant from the Parish Council. The main expenditure was the subscription to the National CLT body; other expenses include website hosting, Village Hall booking fees, leaflets and advertising in the Parish Magazine. At September 2023, the balance is £38.84, with this year's grant of £200 from the PC imminent.</p> <p>The PC has agreed to underwrite the Housing Needs Survey. We remain very dependent on support from the local community through new members and donations.</p> | |
| 6 | <p>Election of Trustees and Chair</p> <p>The Secretary advised the meeting that the maximum term for serving on the CLT Board of Trustees is nine years. The current Board (named above) consists of the eight members of the original Steering Group that launched the CLT. None of the current Board has been elected by the membership.</p> <p>Therefore, it was recommended that election of the current Board (minus the Chair) should be put to the meeting. The proposal was formally made from the floor by Keith Dorsey and seconded by Mary Mellett; unanimously accepted by a show of hands.</p> | |
| 7 | <p>New Chair presides for the rest of the meeting</p> <p>Paddy Harman stepped down as Chair; Robert Weston was proposed to the meeting as his replacement; there being no other candidates, he was unanimously accepted by a show of hands and assumed control of the meeting.</p> | |
| 8 | <p>Housing Needs Survey</p> <p>Peter Mellett gave a presentation about the Housing Needs Survey that is to be distributed with the October issue of the Parish Magazine. He sketched the background to the need for local housing needs surveys and the focus of the current survey on affordability, illustrated by the visit made by CLT members in March 2023 to the Seend Passivhaus project. The 13 items in the survey were introduced and discussed, with the meeting suggesting a number of useful refinements.</p> | |
| 9 | <p>Closing remarks</p> <p>Robert Weston (as Chair) thanked members for attending the meeting and the Board of Trustees for their continuing work.</p> | |