

Minutes of the meeting of the Colerne CLT Board of Trustees on Tuesday 20th June 2023

Present: Paddy Harman – Chairman (PH); Jane Mellett – Secretary (JM); Hilary Holman – Treasurer (HH); Anne Nicholas (AN); Peter Mellett (PM); Robert Weston (RW).

1	Apologies	Action
1	Clive Spencer.	
2	Minutes of the last meeting Accepted by the meeting as a true record.	
3	Matters arising 3. Item 6 (Approaches to Gifford and Payne) – Jane reported that no replies have been received to the approach by the Parish Council sub-group. 3. Item 7 (Approaching Camp CO seeking funding) – Robert has been in contact with Paul Jobbins who has suggested an approach to the No. 2; progress, albeit slow, is being made. Item 4 (Finance) – Jane is seeking clarification of the date for the next funding (£200) due from the Parish Council. Item 6 (AGM) – Anne confirmed that the Village Hall is booked for September 7th.	
4	Finance and end-of-year returns Hilary presented the end-of-year accounts to the meeting, duly inspected and signed off by Ray Barker as "a good job". The three core officers (JM, HH and PH) countersigned the documents. With respect to budgeting and our slim financial resources, Anne initiated a discussion about the value of our continuing membership of the CLT Association. While we need advice on facilitating the early stages of CLT development, the Association's training is more appropriate to organisations who have identified land and projects. Hilary confirmed that the annual fee of £175 has recently been paid; it was agreed to review the situation in January 2024. N.B. The Hub has proved to be more appropriate to our current needs.	
5	CLT Housing Needs survey A full discussion was held about the wording and structure of the draft survey circulated earlier, with many suggestions for amendment being made. Pete and Jane will amend the draft in the light of these comments and circulate a revised version for further comment as soon as available. It was agreed that the survey form should be included as an insert with the October issue of the Parish Magazine. The availability of an on-line form will be stressed. Robert will work up a CLT / Housing Needs information flier to accompany the survey, based on existing material and the editorial that Jane is preparing for the magazine. It was agreed to approach the editors of the Magazine with a view to making a strong feature of the survey as an important Colerne community issue, including a colour front page CLT illustration. Robert will approach the Nationwide Building Society in Swindon to underwrite this initiative.	PM/JM RW JM RW
6	Any other business (i) Anne noted that Bath and West Community Energy is advertising the posts of Retrofit Coordinator and Retrofit Lead Assessor. (ii) September AGM – Jane asked "What are we using it for?" It was agreed to launch the Housing Needs Survey at the AGM with the invitation to "Come and talk to us". She will write a half-page article for the September Parish Magazine as a pump primer for the survey itself in the October issue. The AGM will be the launch pad for a coordinated strategy centred on maximising returns of completed survey forms.	
7	Date of next meeting The meeting closed at 9:00 p.m. The date for the next meeting is Tuesday 25th July.	