



NORTON SUB HAMDON COMMUNITY LAND TRUST LTD.
A Community Benefit Society
FCA Registration No. 31698R

Minutes of The Board of Directors

held on Tuesday 18th July 2023 at 7.30pm in Norton Sub Hamdon Village Hall Meeting Rm.

Meeting commenced at 7.34pm

Attendees: -

Colin McDonald (CM)	Chair
Simon Harris (SH)	Minutes Sec.
Ian Murray (IM)	Secretary & Marketing
Jennie Harris (JH)	NsH PC rep
Lindsay Higgins (LH)	Treasurer
Niall Clifford (NC)	Solar
John Forsyth (JF)	

- 1. Apologies received:** Brian Wickins (BW) & Jane Naughton (JN)
- 2. New declarations of interest** None
- 3. Minutes of Board meeting (19th June)**

agreed with then signed by CM.

4. Finance

LH reported a reasonable trading month clearing over £1500 although £1300 of that was donations. However it is better than last year's same month, taking into account inflation, with sales up by 38.6% & PO income also up by 11.6%. The £1300 donated was made up of £250 for the PO decoration re-fresh & £1053 from the coffee morning held in the village hall.

Costs did go up due to the energy bill increase during the hot weather spell but, the good news was a new contract with EDF is now in place so the next bill should reflect that saving with them. The new contract with Biffa is also now in place reducing annual costs & the Abri lease is due in September.

Facebook is being used as a request for extra help by anyone to help 'crunch' numbers.

Profit & Loss - comparing this year with last, the only big difference was a repair cost of £265 last year concerning the main front window. Otherwise apart from the donations, generally it was the same but there are signs of a steady upwards trend.

IM thanked JF for his hard work with the figures on the sales reports. LH said that the cash status is going up although she still needs to submit the VAT for the first quarter & at first glance it could be a big one due to the improved sales.

NC thanked LH for the clarity of her reports.

A general discussion then took place about August's village newsletter input.

5. Secretary / Action Log

All current outstanding actions were discussed & updated accordingly.

LH stated that Nicola was now involved with the Postmaster process.

6. Shop & PO Committee

No new overall report. A shop staff issue was raised & JN would be informed as Line Manager.

7. Solar (field array)

NC had previously circulated an email from John Christmas (SSCES) who had asked further questions in connection with the project. They were read out & NC said that he'd reply to them.

The recent discovery of the development restriction covenant for the field needed to be addressed urgently (as planning permission expires next year) as it now stops any further work until it's resolved. The land was originally sold by the Holloways (farmers at Chiselborough). JH agreed to contact them with the purpose of arranging a meeting to discuss it & she would let the Board know of that outcome.

Consent from the National Grid (NG) is required at a cost of £550 + vat with the CLT (in NC's opinion) paying half the cost within the agreed partnership with SSCES. This is a prerequisite for the NG, essentially the pre-cursor for the development of the array, of them acknowledging our interest in doing the array project. Ground survey fees will have to be included in the actual project to confirm that the land is suitable for the proposed array. NC concluded by stating that the CLT would - offer to pay half of the NG costs, that it is of our opinion that a ground contractor carries out a survey as we cannot & in return of SSCES's idea of cost figures for the size of the overall installation, we can then do a profit & loss & use that for the basis of raising the required money. There were then further discussions about raising funds, SSCES experience in dealing with shareholder projects & potential returns on shareholder investments.

Voting was 3 - 2 in favour of the NG cost being made (£275+vat) but only when the Board was informed & subject to the covenant issue being resolved. Even 'if' at some point in the future the shop/PO ceased trading, the electricity generated for it would simply be directed elsewhere e.g. a new property. Also with a project like this, there will be other fees payable e.g. legal fees etc.

8. Marketing

IM reiterated that fund raising was still needed for the foreseeable months. Although this was not specifically structured by the CLT his concern was how long it may last. Outside help had been gratefully received although LH suggested that it should not be a monthly thing. JF felt that we didn't want to be taking away from getting the shop running otherwise we could just rely on donations which of course could stop. NC stated that we should continue to lend our support to those individuals who wanted to fund raise. IM offered that an annual fund raiser by the CLT may be the answer. Both the jumble sale, coffee morning & more recently the BBQ were acknowledged as fantastic help.

JH did point out that there were other organisations in the village that also needed help. IM suggested perhaps 1 large event which would then benefit all.

9. Away Day

Arranged for the 28th July at Chiselborough hall 9am - midday, overseen by Martyn Morris . (no minuting required).

CM said he had spoken to Martyn with the below pointers -

- Focus on the step change with the shop/PO (model numbers etc)
- CLT overall - vision / mission etc
- Communication
- Succession / planning of the Board

Plus those of other Board members ideas.

10. Shop Roof

LH: a reminder that the quote was £5000 & £1200+vat for scaffolding.

At the last finance meeting it was discussed that if we do help the landlord with the cost we need then to add the cost of a building surveyor (£500) to sign off the work when completed. That would cover us in the agreement with the landlord. LH contacted Chalmers regarding the VAT cost & they confirmed we would have to pay it on any fee applicable. Also, regarding a rent holiday, that there was nothing in the CLT's governing

documents that prevented it. CM said that he would read them (as they were the rules) & confirm either way. Chalmers also strongly recommended an EGM if we were to instigate a rent holiday to help the landlord's cash flow issue. This would then preclude any future comeback.

NC said that this would be a good opportunity to inform the members of our progress so far & that our assistance to the landlord was therefore needed resulting in a fixed roof.

LH said she would speak with the landlord & put that proposal to her, keeping the Board informed.

NC proposed the EGM, seconded by SH. Votes were 3 in favour, 2 abstentions.

11. A O B

Directors Report for the AGM.

CM stated the need for a report for the AGM & that it should be from all the directors collectively as opposed from the Secretary as in past years. He agreed to draft a skeleton report to be supported by everyone's input, which when agreed upon, would then be presented at the AGM.

Meetings -

August 22nd 7.30pm R/Rm

Sept 19th (tbc) Village Hall M/Rm

Meeting concluded at 9.34pm