

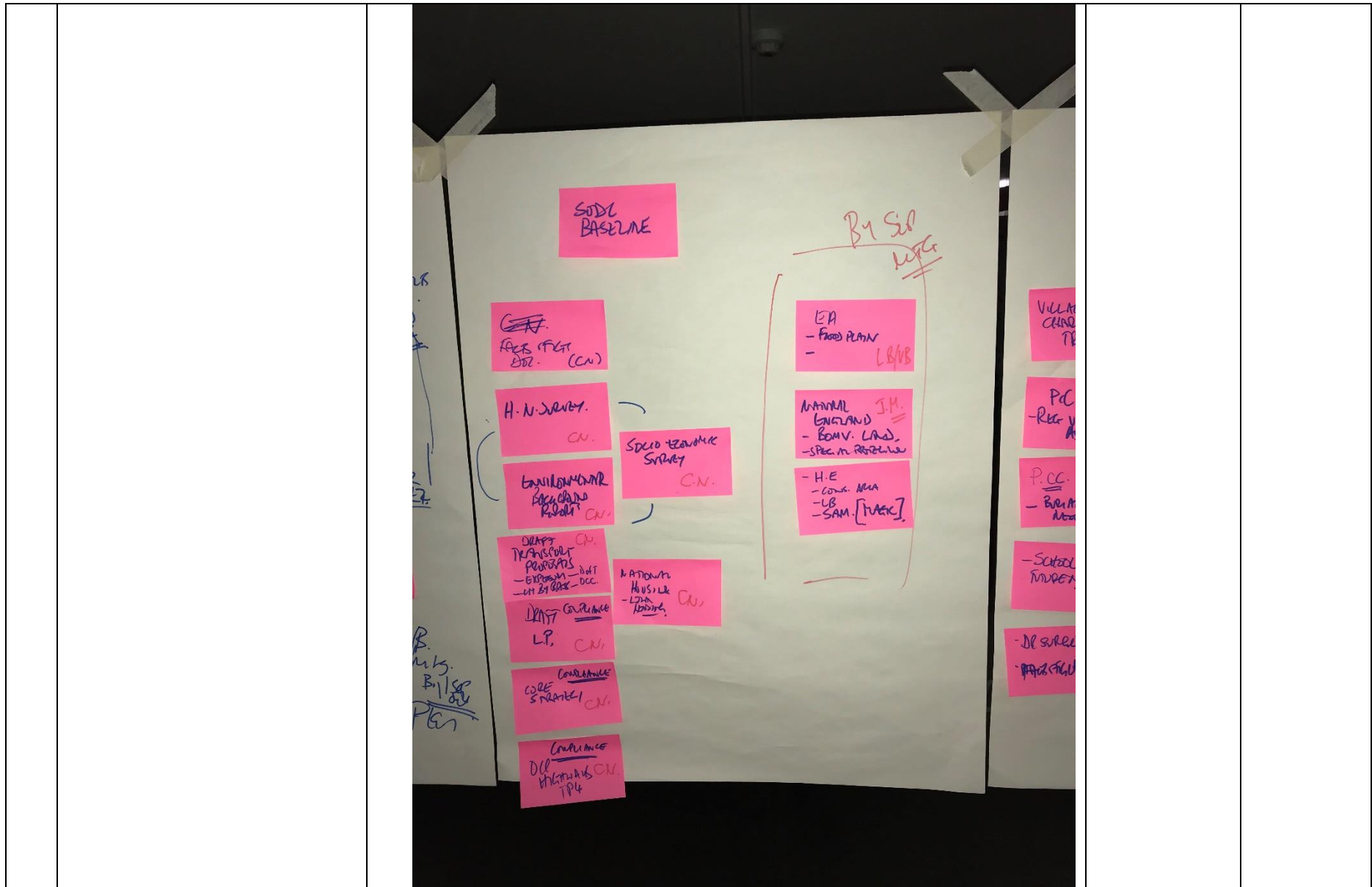
Minutes of a Meeting – 23 Jul 2018 – The Close, Burcot.

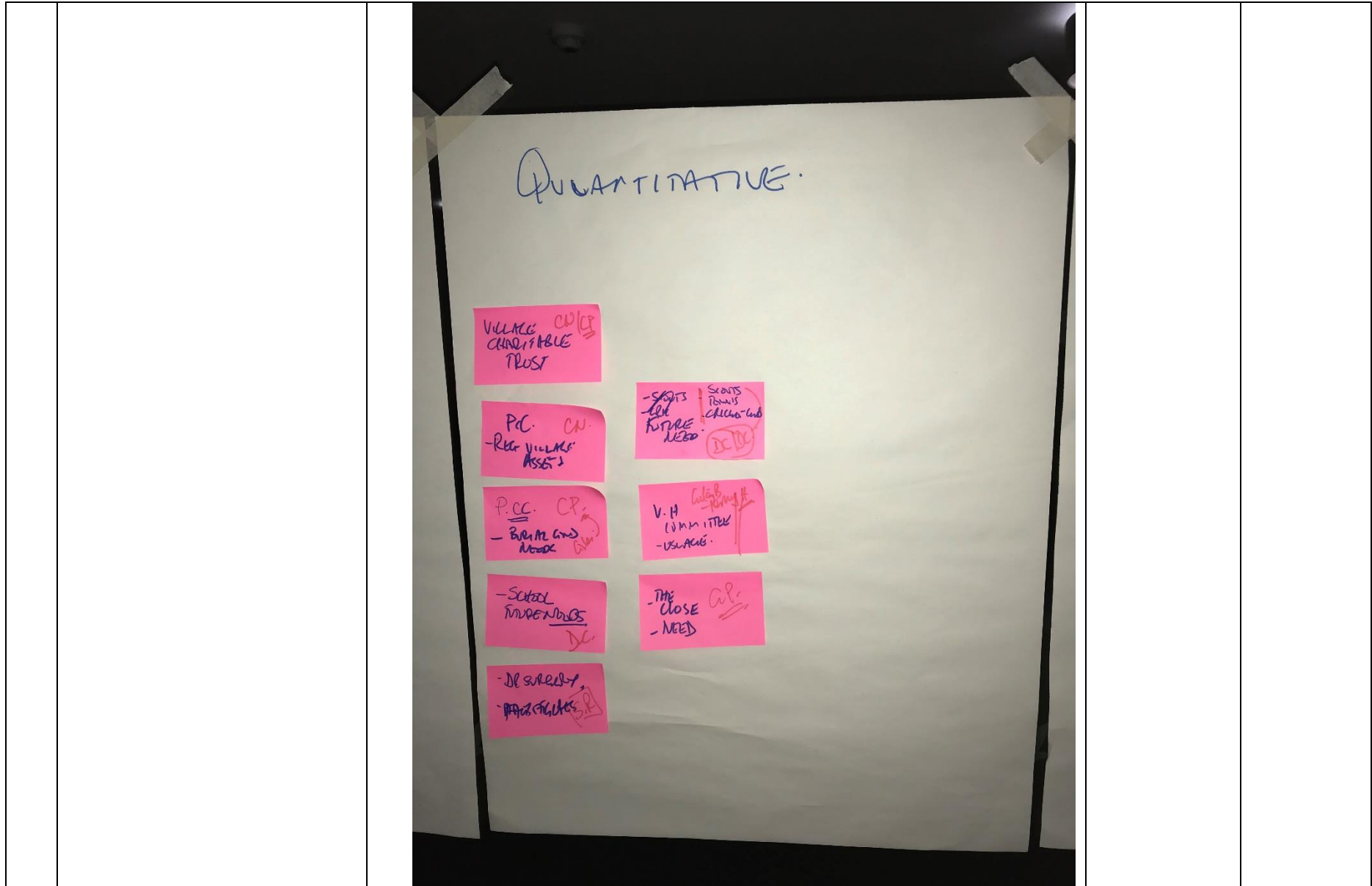
Invited: Giles Baxter (Chair), Chris Neill, Gerry Moscrop, Debbie Croft, Simon Russell, Jaqi Mason, Glen Pereira, Laura Buxton, James Hammond, Vanessa Bailey, Laura Buxton, James Hammond, Debbie Croft

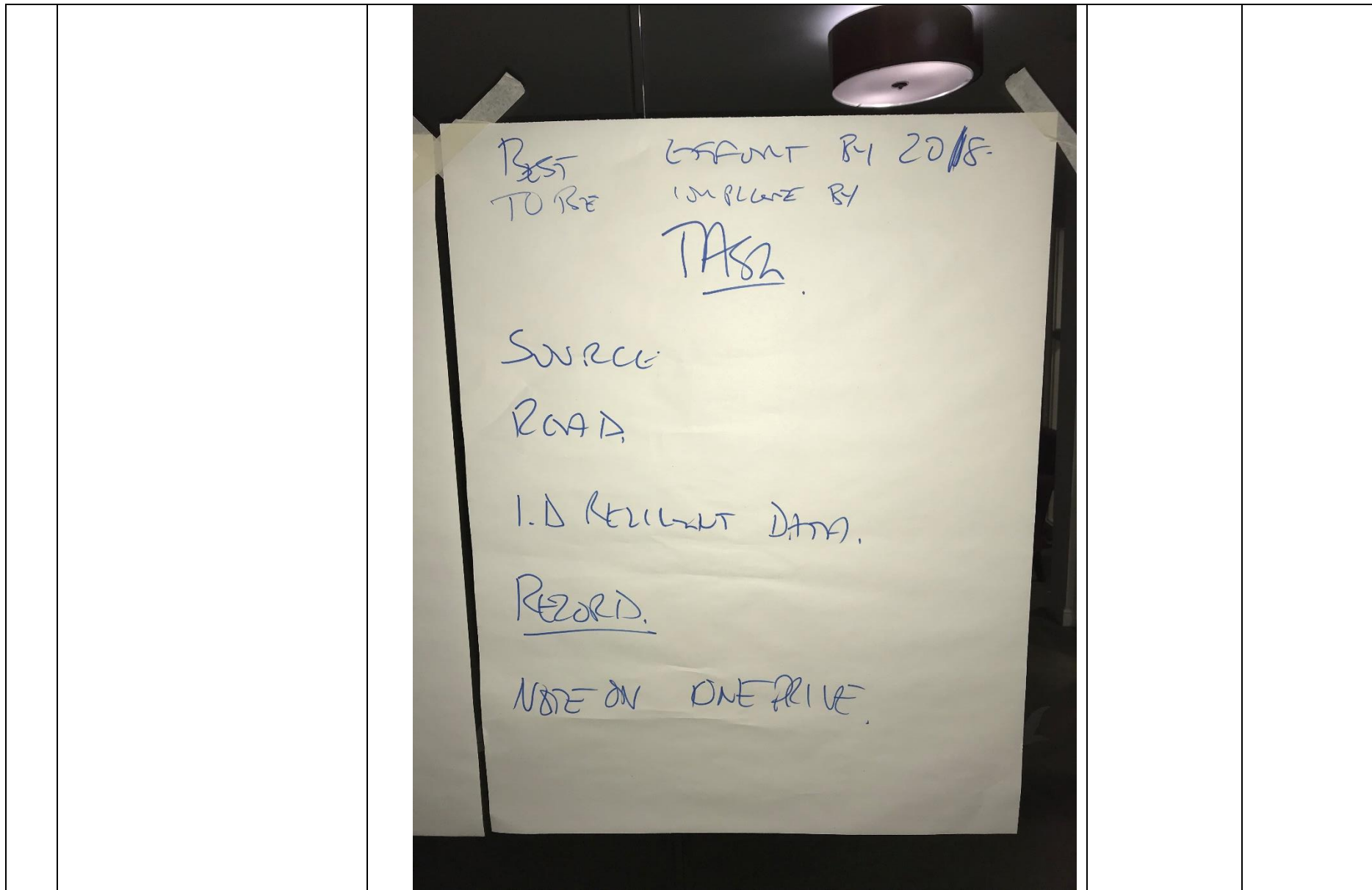
Ser	Item	Action	Action By	Due Date
1	<p><u>Previous Minutes (CN).</u></p> <p>Minutes of the previous meeting (25 June) were read and agreed. Actions carried over are covered under the relevant agenda items.</p>			
2	<p><u>Forward Plan (GB).</u></p> <p>Updated plan. Traffic Light system for noting progress noted by all.</p>			

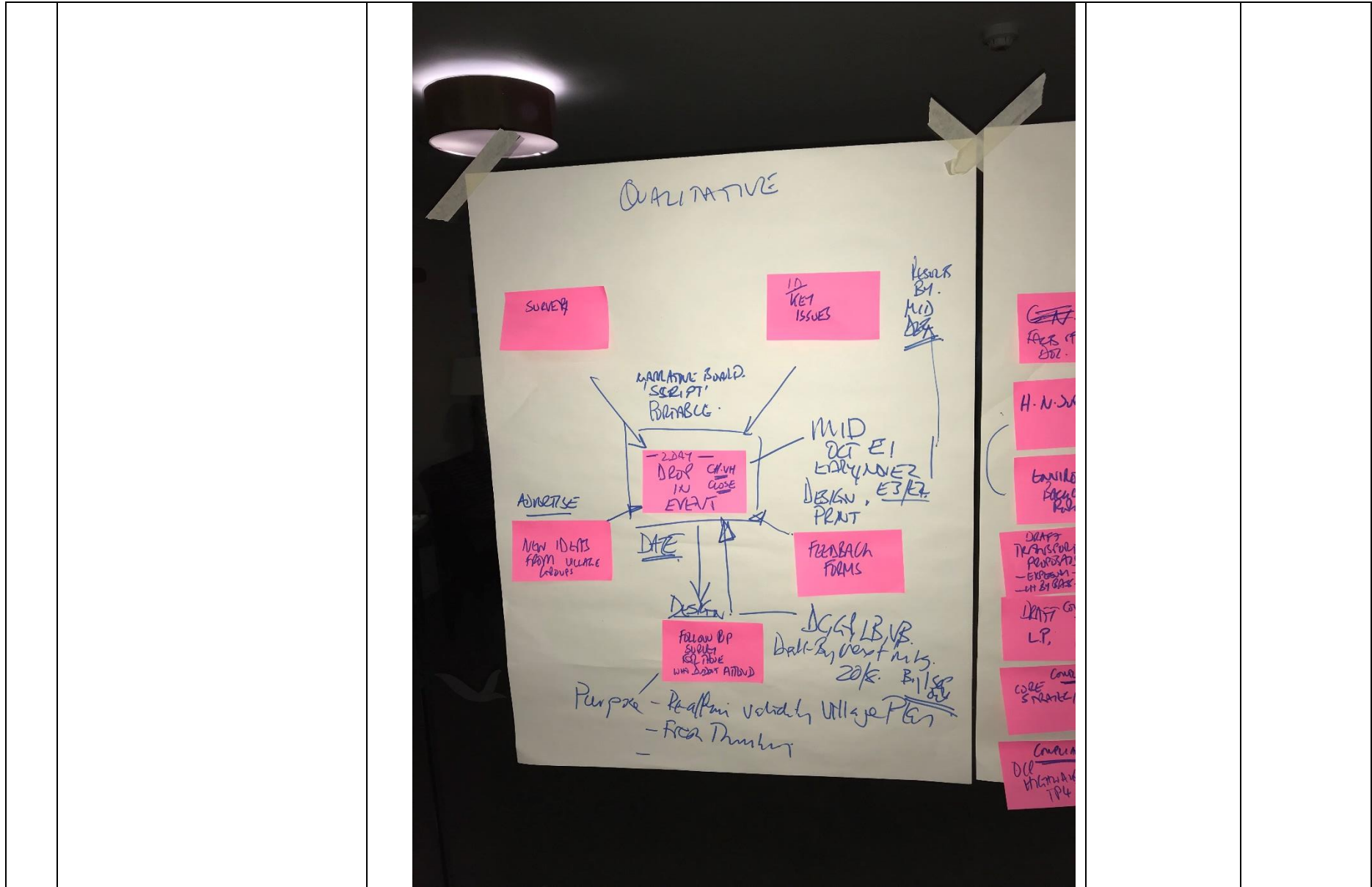
Ser	Item	Action	Action By	Due Date
3.	<u>'Groundwork' Stage</u>			
	a. Team (GB).	Executive assistant to be recruited once company set up and funding in place.		
		GP to recruit someone to help with NDP as DC very busy!	GP	On-going
	b. Form Company (GM)	GM/SR working together to adapt template rules	GM/SR	20 Aug
		Name changed to Burcot & Clifton Hampden Community Land Trust.		
		GM to circulate model rules	GM/SR	20 Aug
			GM	20 Aug
	c. Engage with Locality (GB)	GB to chase up Locality for access as invoice paid. (JM confirmed). Log in details obtained and start up profile created. Log in details have been circulated separately by email Membership contact details for Locality are: Jo Williams, jo.williams@locality.org.uk	GB	Complete
		GP to make applications for NDP		
		GM to make applications for CRBO once access to Locality and Community Land Trust Networks (CLTN) in place.		
	d. Grant Applications (GB)		GP	20 Aug
			GM	Ongoing

4.	<u>Plan 'Evidence Gathering' Stage (GB)</u>	See Pictures below as the result of our session	All	20 Aug
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Ser	Item	Action	Action By	Due Date
5	<u>Consultation Statement/Engagement Plan GB).</u>	Quarry Case Officer from OCC asked about our NDP.		
6	<u>NDP progress Report and Plan (GP).</u>	GP to write up the plan for developing the NPD and circulate. Also to upload to the BACHDevTrust onedrive site.	GP	20 Aug
7	<u>AOB.</u> Working Practice	The teams remain as: GB/CN GP/DC/A.N Other GM/SR with JH when needed LB/VB JM not teamed up for now as she has her hands full with the Quarry campaign!		
8	Next Meetings. a. 20 Aug 18 b. 26 Sep 18			

Attachments:

Project plan: ████████

Consultation Record: ████████