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**Minutes of the Uppingham Homes CLT Board Meeting No 16  
held at 2pm on Friday January 15th 2021**

**1. Roll Call**

David Ainslie BEM, Graham Allison, Edward Baines (in the chair), Mark Shaw, Margaret J Simpson BEM, Ron Simpson BEM, Geoff Thompson, Nick Townsend.

**2. Apologies for Absence**

None

**3. Declarations of Interest**

The registered business, council, charity, community and voluntary sector interests of board members were noted. With regard to partnership and contractor references in the RHP application to be debated in the meeting, the registered overlapping interests of board members who are decision makers in RCC, UTC, Uppingham First and the Uppingham Neighbourhood Forum were specifically acknowledged, as was the ownership of website host company ClockedIn by Mark Shaw.

**4. Notes of Previous Meeting**

Board Meeting No 15 held on Friday January 8<sup>th</sup> 2021 - Circulated and agreed.

**5. Matters Arising**

None

**6. Planning Update**

It was confirmed the planning application fee had been paid to RCC for the Badley Orchard project and acknowledged, but noted that the application was not yet showing on the Planning Portal.

**7. RHP Documentation Workshop**

Part 1- UHCLT Vice Chair DA and Finance Director GT led members of the board through an extensive debate on four key finance documents required to support the RHP application. Following much positive debate on Zoom, with draft documents being viewed by Screenshare (following prior circulation), an exploration of the value for money standard led by NT, significant debate on financial options and long-term resilience, and finally a small number of jointly agreed amendments, the following four policy documents were unanimously approved for submission to the Regulator: -

- a) Financial Narrative V11
- b) Financial Plan V4
- c) Financial Model V11
- d) Business Plan V11

It was noted that all four policies were living documents and would subject to regular review. It was further agreed that director NT be formally approved to lead on future compliance with the Value for Money Code.

Part 2 – Directors RS and MJS, acting as lead author and scrutineer/proof reader respectively, led members of the board through onscreen drafting improvements of the application form part completed at the previous meetings. Acknowledging text contributions and amendments suggested by every director, it was finally agreed that the document be completed and proofread over the next four days for submission to a further board meeting to be held on January 21<sup>st</sup> 2021. This final meeting regarding the RHP Application would: -

- a) Formally approve and adopt all policies and plans relevant to the RHP application
- b) Formally approve the submission of the Part 2 application to the Regulator

## **8. Any Other Business**

- a) It was noted that GSS was to publish a press release about the Badley Orchard planning submission
- b) It was noted that The Society was to feature in a Rutland Times column the following week
- c) It was agreed that the recent webinar on Community Shares, attended by several directors, was excellent and that a briefing on the topic be prepared for the board. Director NT agreed to prepare a briefing note.

## **9. Date of Next Meeting**

RHP Application Form and Policy Sign off - Thursday January 21<sup>st</sup> 2021 at 3.30pm.

Ron Simpson BEM  
Secretary  
Uppingham Homes CLT  
16.1.2021

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Please address all correspondence to the Secretary of the Uppingham Homes Community Land Trust at

7 Hawthorn Drive Uppingham Rutland LE15 9TA Tel: 01572 823465 Mobile: 07710 328469 E-mail: rons@clara.net