Agenda Item 4

Report to: **Elsea Park Community Trust Board**

Date: **Wednesday 4 December 2013**

Subject: **Management Report**

From: **Sally Waltham – Community Trust Manager**

1.0 Board Meetings – Forward Plan

1.1 There are a number of presentations and major agenda issues over the next 2-3 months. These are set out below for information:

- December 2013 Drainage Presentation (Kier)
- January 2014 Management Plan Presentation (LDA)
  Springbank Consultation Presentation (working group
  Charge setting
- February 2014 Green Transport Partnership (LCC)

1.2 Board meetings are normally held on the first Wednesday of the month. In January 2014 the 1st is New Year's Day and so is a bank holiday. The meeting could be held on the following Wednesday the 8th January but the Christmas and New Year holidays would mean that papers would be sent out later than normal.

1.3 The preference is to hold the Board meeting on Wednesday 15 January 2014 as the charge is due to be set at January's Board meeting taking into consideration the RPI at December 2013. The release date from the Office of National Statistics is 14 January 2014 and so would be available to the Board if the meeting was to be held the following day.

1.4 It is suggested that, with the exception of urgent items, the business in January 2013 is limited to those items set out above. It is planned to circulate the LDA report before Christmas.

Recommended

Board decision required

2.0 Caretaking arrangements

2.1 Caretaking/cleaning positions have been advertised in the Elsea Park newsletter and on-line through Jobs Today. Interviews are being held on Thursday 28 November 2013. A verbal update will be provided at the meeting.

2.2 In the interim caretaking cover is being undertaken through a combination of Russ working a changed working pattern and Liam providing day time cover and some weekend cover.

Recommended

None – for information

3.0 Articles of Association update

3.1 Kier Homes are agreed in principle to the new Articles of Association subject to being released from the financial guarantees required by the S.106 Planning Agreement. It has previously been reported to the Board that South Kesteven District Council's initial view of the guarantees is that they should remain in place until such time as the estate is built out. The Board decided that a meeting should be sought with the planners and legal officers.

3.2 I conveyed that request to the Council. At the same time, having reviewed the draft business plan attached to the S.106 Agreement, I drew to the Council's attention that the plan envisaged the guarantees being phased out as the Trust became viable.

3.3 The Council's response has not been speedy apparently due to annual leave. I understand that the legal offices are reading through the S106 Agreement.in order to check out their interim view. I have again drawn to their attention the fact that the registered Articles of Association are not those proposed at the time of the S.106 Agreement and do not include trigger points for the Appointer role to cease. I have offered to meet with the Council officers to discuss the S.106 Agreement in detail. The Council are due to come back to me setting out a timescale for their considerations. There will be a verbal update at the meeting.

Recommended

None – for information

4.0 Monthly Log

Type	**Issue**	**Comment**
ASB	Two trees vandalised: one snapped, the other damaged	The snapped tree to be replaced, the other monitored to see if it survives
Roads	Complaints about excessive mud on road caused by school construction and	Remedied quickly by GEDA who continue to address the road condition satisfactorily

	weather conditions	

Recommended

None – for information