



BRADLEY BIG LOCAL COMMUNITY LAND TRUST  
MINUTES OF ANNUAL GENERAL MEETING (held via Zoom)

30<sup>th</sup> March 2021

Present: Waqas Arshad, Chair  
Peter Dewhurst, Secretary (joined at  
Marcus Whitaker  
Rafida Khaliq, Director  
Ikram Ahmed, Director  
Hamid Khan, Director (joined at  
Farhan Khaliq, Member  
Mark Heaton, KM Accountants  
Tim Horsley, Pendle Borough Council  
Lauren Capstick, Lancashire Adult Learning  
Sara Willoughby, Development Support

1. Welcome and introductions

Sara welcomed everyone to the meeting. Attendees introduced themselves.

Apologies were received from: Judith Stockton (Pendle Borough Council).

2. Directors' report

Waqas presented the past year's achievements and talked about some of the issues the Trust had experienced during lockdowns and restrictions imposed during the Covid-19 pandemic. Highlights include:

2.1 Beech Street

- Completing the construction of four houses (and with savings of just under £63,000 on the anticipated budget)
- Thanks to Bradley Big Local Partnership for their significant grant investment in this project.
- Thanks also to Homes England whose grant funding enabled the houses to be sold at a 20% discount
- A return in the region of £250,000 is expected.
- The development is a dream come true for Bradley Big Local Partnership as well as BBL Community Land Trust and leaves a lasting legacy.
- The project has kick started work on the rest of the empty site.

2.2 Bradley Food 2 Go

- Directors recognised that local people were struggling during the Covid-19 pandemic, particularly at the time when there was uncertainty about the availability of free school meals.

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- Over 20 weeks nearly 1500 meals were delivered.
- A video about the project was made with help from Hamlet Films. It was on the Local Trust website and on the BBL Partnership and BBL CLT Facebook pages.

### 2.3 Hodge House Community Centre

- We made the most of the centre's closure to get the two main rooms redecorated.

On the down side, the Covid-19 pandemic affected the Trust in the following ways:

- Sales of the houses on Beech Street – the Trust's preference for sales to first time buyers and Bradley residents had to be reviewed. The first property was only sold on 12<sup>th</sup> March.
- Income from room hire at Hodge House Community Centre dropped by 80% and it is thanks to the grant from Bradley Big Local Partnership that we've been able to continue paying rent.
- Barnardo's was the only group who could use rooms at the centre under the rules and regulations and that was only from the beginning of January 2021.

### 3. Annual report and accounts

Mark presented the annual accounts for the year ending 31<sup>st</sup> March 2020 (a full copy was circulated with the AGM notice and agenda).

- Income from grants = £385,700
- Expenditure on all areas of the business = £405,148
- The deficit was met by funds brought forward from the previous year.
- The community centre represents another strand to the Trust's work and gives some longevity to the company.
- Revenue reserve at the end of the financial year 2019/20 = £32,352.

Mark advises that in future reports the Trust needs to address share capital and indicate who the shareholders are.

Farhan asked about the housing assets and where they sit. Mark replied that they were outside the remit of this report which is based on receipts and payments. They will be accounted for in the next financial year. Sara pointed out that the Trust currently owns three properties. Mark advises they will be treated as 'held for sale', not assets for the Trust's use.

Sara mentioned that as at 30<sup>th</sup> March 2021 (one day before the end of the Trust's financial year) the sum held in the bank is just under £65,000.

### 4. Election of Directors

Applications for the posts of Director were received from the following (all existing Directors were asked to complete updated application and declaration forms):

Ahmed, Ikram  
 Arshad, Waqas  
 Dewhurst, Peter  
 Khaliq, Farhan  
 Khaliq, Rafida  
 Khan, Hamid  
 Whitaker, Marcus

**Agreed:** all nominees accepted to the post of Director.

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No specific nominations had been invited for the posts of Chair and Secretary, although Waqas and Peter had indicated they were willing to continue. Only four members were present and so the following was decided:

**Agreed:** Waqas Arshad to continue as Chair with Peter Dewhurst as Secretary.

## 5. Resolutions tabled by members for the AGM

None received.

## 6. Priorities for the next 12 months

Peter explained that, following a meeting with Councillor Iqbal, Pendle Borough Council, there are no suitable small plots for housing development locally. At the moment, there are no opportunities to partner with another developer either. The Trust has decided to concentrate on other investment:

### 6.1 Hodge House playing fields

- Develop and improve the playing fields at Hodge House. These plans are in the early stages but there has been a positive meeting with Councillor Iqbal and Philip Mousdale, Corporate Director, Pendle Borough Council, in which they indicated they would be happy to consider a project here.

### 6.2 Hodge House Community Centre

- Linked to the project above is the development of the community centre. There are lots of booking requests coming through now and Peter is hopeful that this is going to be a success.
- Pendle Community High School has taken on the pocket park and has also booked significant hours of room hire.
- Thanks to Rafida (who arranged to receive a donation of computers, monitors, etc.), an IT suite is ready to go – pending fixed internet access.
- The Trust needs to prioritise resolving issues with the exterior of the centre and minimise the risks from people loitering and making a mess.
- The existing short lease is due to end this year and we have already begun discussions with Together Housing Association about a new, longer lease.

## 7. Any other business

### 7.1 IT facilities

Lauren told us that Lancashire Adult Learning is very interested in making use of an IT suite. It is hard to find venues accessible to people in the local area. Lancashire Adult Learning holds classes throughout the year and is keen to offer more at Hodge House Community Centre. They are also looking to work with Together Housing Association to provide classes targeted at their residents – a continuous stream of learning.

Sara thanked Lauren for her support and acknowledged it is good to have someone to work with to make the centre a success. The Trust is keen to have long term relationships with providers of a range of events.

### 7.2 3G pitch project

Hamid asked if there was to be a discussion regarding provision of a 3G sports pitch at Hodge House. Peter advised him that we need to collate a lot of information and it is early days in the proposed development. He added that it will be a challenge to keep this type of facility economical and the Trust will

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have to give full consideration to the employment of staff and how to run it. Hamid will be included in all the decisions and, in fact, the Trust is relying on him!

Sara said a really detailed proposal will be required but the Trust needed confirmation from Pendle Borough Council that it would be welcomed. Now that this confirmation has been received, the roll out of the new development will be a task for the new Board of Directors.

#### 8. Closing remarks

Waqas thanked everyone for their support through difficult times. He gave a 'big thank you' to those who have booked rooms at Hodge House Community Centre, Board Directors and new Directors who have come on board to make the next project come true.

He thanked Sara for all her work on the Beech Street development.

He said the Board needs to focus on getting residents on board to work with us to make projects happen and make sure projects and ideas they want can be fulfilled to the best of our ability.

He then thanked Readstone Construction, Pendle Borough Council, KM Accountants and all those shown on the final slide of the presentation for their advice and support over the past year. Peter seconded this.

Finally, Sara thank everyone for joining the annual general meeting and said she appreciated them taking the time to do so.

#### 9. Date of next meeting

The next annual general meeting of Bradley Big Local Community Land Trust will be arranged for a date in early 2022.

**The next meeting of the Board of Directors will be held on Friday, 9<sup>th</sup> April 2021 at 10 am via Zoom.**

Enc. copy of presentation used during the meeting.

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