

SWANAGE TOWN COUNCIL

Dr M K Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ
01929 423636

27th August 2020

Dear Member

Swanage Community Housing Steering Group

A meeting of the above Steering Group will be held via the Zoom platform on **WEDNESDAY, 2nd SEPTEMBER 2020** at **5.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

Dr M K Ayres

Town Clerk.

To the Town Mayor and Deputy Mayor,
Councillors Foster and Monkhouse,
Mr J Bishop, Dr T Morris, Mr S Poultney,
Mr R Sutcliffe, Mr J Sinclair Taylor

Copy to Ms F Astin (Housing Advisor).

A G E N D A

1. Election of chairman.
2. Apologies and to note Mrs G Green's resignation from the Steering Group.
3. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with paragraphs 9 – 13 of the Council's Code of Conduct and regulations made under chapter 7 of the Localism Act 2011).
4. Consideration of Terms of Reference.
(Draft contained in Council briefing note, July 2020).
5. Consider the steps necessary to form a Swanage CLT and its preferred constitutional model.
(Draft timetable enclosed).
6. Consider proposals for a public meeting to promote the project and wider communications plan.
7. Items of Information and Matters for Forthcoming Agendas:

<https://www.communityledhomes.org.uk/how-do-it/group-stage>

<http://www.communitylandtrusts.org.uk/filecache/a28/a6c/177-clt-handbook-pack-chapter-2.pdf>

Example Terms of Reference:

https://0e451129-82af-4cf9-b46b-6571113908a4.filesusr.com/ugd/fc02af_bf5f57a80a3641aa8a0565fd0f3c2ddb.pdf?index=true

<https://longhopeparishcouncil.com/wp-content/uploads/2019/02/CLT-Terms-of-Reference-January-2019.pdf>

https://www.tenterdenclt.org/uploads/1/2/5/4/125495982/tclt_terms_of_reference-sept_2019.pdf#:~:text=Tenterden%20Community%20Land%20Trust%20Steering%20Group%20Terms%20of,of%20the%20community%2C%20as%20distinct%20from%20provision%20through

http://www.queen-camel.co.uk/uploads/1/0/1/6/10163560/npsg_terms_of_reference_2017_.pdf

* 8. To consider the draft architect's brief. (Copy enclosed).

9. Date of next meeting.

* Under Standing Order No. 1 c), it is envisaged that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public will be excluded from the Meeting during consideration of agenda item 8 (due to legal and commercial confidentiality).

PLEASE NOTE: 15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 5.00 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.

IF YOU WISH TO ASK A QUESTION, OR TO VIEW THE MEETING VIA ZOOM, THEN PLEASE E-MAIL admin@swanage.gov.uk NOT LATER THAN 1.00 P.M. ON WEDNESDAY 2ND SEPTEMBER TO REQUEST THE LOG-IN DETAILS FOR THE MEETING. THANK YOU.
