



**ANNUAL GENERAL MEETING**  
of  
**THE THAXTED COMMUNITY LAND TRUST LIMITED**  
APRIL 24th 2025 AT URC CHURCH, BOLFORD ST.





## **ORDER OF BUSINESS**

### OPENING REMARKS

RECORD APOLOGIES RECEIVED AND PROXIES

ADOPTION MINUTES OF LAST AGM 23-4-2024

ELECTION OF THE BOARD

ADOPTION ANNUAL REPORT OF THE TRUST

ADOPTION OF ACCOUNTS AS SET OUT

APPOINT LAY AUDITORS

To be followed by a Reception

### OUR THANKS

To Thaxted Parish Council

English Rural

Laura Atkinson of RCCE

Elders Thaxted URC

To our Lay Auditors

To PELLYS Solicitors

CANNON Architectural

HUNTS Charities



## CHAIRMAN'S REMARKS

Welcome to this AGM 2025 and to the Thaxted Community Land Trust, the one and only, so far, in Uttlesford. It has been a bumpy ride and yet here we are fore-gathered. A testament to the enduring support and hard work of the board and our Administrator. To Lauren Barham go our unquestioned thanks and also to trustee Terry Frostick who steps down at this AGM and has all our thanks for getting us going since 2021. Also, to trustee Paul Flint go our thanks.

Tonight, we welcome two new prospective board members Mike Smith and Lorna Burkle and I thank them for stepping forward and joining us in this, common-sense, common-good, adventure.

Whilst about the business of thanks to those of your for joining us here tonight, to all our members who now number 37 and those supporters, members or not, our thanks.

Equally to Wendy Farrell of English Rural and to Peter Lock at UDC Housing, along with our District Councillors who have gone beyond, to support our first initiative. Thank you all. Separately but together, our work with and support from Thaxted's Parish Council is hugely appreciated and essential in our ambitious plans. I may only hint at projects for the future but Thaxted has some little pockets which might be suitable for low-cost housing and we already have research ongoing, so standby!

Michael Culkin Chair



## **AGM ADMINISTRATOR'S REPORT**

### Introduction

The past year has been one of significant progress and development for Thaxted Community Land Trust. Through sustained effort and close collaboration with key partners, the Trust has made substantial headway in advancing its primary initiative, The Hedges project. This report provides an overview of the administrative and strategic milestones achieved over the reporting period.

### Project Development

The Hedges project, which we are working on with our partners at English Rural, has now successfully received full planning approval. Considerable work has been undertaken to navigate the planning process, culminating in the approval of our Section 73 application and the formal removal of Condition 10—an outcome that has ensured the viability and deliverability of the scheme.

### Funding and Partnership Support

We are pleased to confirm that the project has secured financial backing from Homes England and Uttlesford District Council. This funding reflects the confidence of our stakeholders in the Trust's vision and capacity to deliver alongside English Rural.

### Legal Progress and Start on Site

Legal documentation, including lease agreements, are in the final stages of completion. Hopefully, by the time this goes to print, we will have signed the sub-lease with English Rural. Construction is currently scheduled to commence on 28th April 2025. This will mark the official launch of site works for The Hedges.

### Strategic Significance

The Hedges will represent the first successful community-led housing development within Uttlesford District. It stands as a landmark achievement for both the Trust and the wider community, establishing a replicable model for future community-led housing initiatives in the region.





## Conclusion

The achievements of the past year are the result of sustained dedication, effective governance, and meaningful partnerships. The Trust extends its sincere thanks to all those who have contributed to this progress. As we enter the next phase of delivery, we remain committed to upholding the principles of community stewardship, affordability, and long-term benefit to the people of Thaxted.

### **Minutes of AGM meeting of Thaxted Community Land Trust held on Tuesday April 23rd 2024**

#### 1. Opening Remarks

The Chairman welcomed all to the 3rd AGM of TCLT. Despite Covid we have arrived at a new milestone in our work for Thaxted. The TCLT is all about Thaxted and its care, our care for each other, and that care is evidenced by Thaxted's oldest charities, Hunts and Yardley's whose Chairs are with us tonight. Regulation requires that we have an annual AGM and that we produce an annual report and accounts.

#### 2. Record Apologies Received and Record of Proxys

Apologies were received from Ian Stewart, Anne Mason, Cllr Martin Foley, Richard Haynes, Peter Holt, Kemi Badenoch, Cllr. Ray Williams, and we have 7 proxy votes on record.

We do have a GDPR compliant record of our membership and this meeting's proxies to be entered into the record. Therefore, according to our constitution this meeting is quorate.

#### 3. Adopt Minutes from last AGM of 10th October 2023

These were approved and signed. There were no matters arising.

#### 4. Election of the Board

The Chairman is saddened to announce the resignation of our Treasurer and we take this opportunity to thank Felicity for her work on behalf of the Trust. Her place will be taken by Tom Cannon Vice Chair on a temporary basis until appointment of a new Treasurer.

#### 5. Adopt Annual Report of the Trust

You have a copy of the Annual Report and accounts for the short year October '23 to April '24. This now regularises the reporting and accounting period for the Trust. Chairman asks for adoption and there are no objections. The Annual Report is duly adopted.



#### 6. Appoint Lay Auditors

The appointment of Lay Auditors is a technicality in the event that they are required in the future. Chairmen asked for signification of approval hereto by a general murmur of consent. Accordingly, they are adopted and entered into the record.

#### 7. Guest Speaker Graham Mann from English Rural

English Rural are our partners and the developers for The Hedges on the Bardfield Road. We welcomed Graham warmly as a reflection of our thanks for his and English Rural's unstinting work and support at Thaxted.

He outlined 1991 Regional Provider of Housing provides, manages and sustains life of rural communities working with Parish Councils. Rural England has partnering agreement with CLT. Ambitious aspirations re design and climate change. Limits as to what can be achieved. Proposals will contribute to general housing. Refreshing environmental strategy with air source heat pumps, solar environmental impacts. Score 97 for all 4 of our homes. Reflects need for mixed size of buildings. Online consultation feedback was exceedingly positive and there were 26 registrations of interest 14- 1 bed, 7-2 bed and 13 possibly- 2 bed. Any planning approval is a testament to collaboration between TCLT and English Rural and to Parish Council for making site available. Peter Locke at UDC Housing is keen to see the first project in UDC. Consultations between TCLT and ER took place with the long term in mind, such as Biodiversity – a consultant appointed to consider this. Michael concluded meeting with mention of 'the little engine that could'.

Annual meeting concluded at 19.55pm.

Signed

Dated.



**Thaxted Community Land Trust Limited  
("The Society")**

**Board Report & Financial Statement**

**Board of Management**

Michael Culkin (Chair )  
Terrence Frostick  
Tom Cannon (Vice Chair)  
Paul Flint  
Joseph Hobbs  
Sophie Oldhamstead  
Ian Stewart  
Maggie Catterall

Each member of the Board holds one fully paid share of £1 in the Society.

**Secretary**

Maggie Catterall

**Registered Office**

Community Information Centre  
Parish Council Office  
7 Town Street  
Thaxted  
Essex  
CM6 2LD

**Bankers**

Llyods Bank

**Governance**

Thaxted Community Land Trust ("the Society") is incorporated under the Co-operative and Community Benefits Societies Act 2014 and is regulated by the Financial Conduct Authority. It shall not trade for profit, and nothing shall be paid or transferred by way of profit to its members.

TCLT is formed for the benefit of the community in Thaxted and surrounding areas to operate as a Community Land Trust. Its objectives are to benefit of the community by providing and managing housing; promoting regeneration in areas of social and economic deprivation through relieving financial hardship; advancing education, training or retraining of unemployed people; and providing workspace, buildings or land to provide training and employment opportunities



TCLT does not trade for profit; any profits that may arise may only be applied to further its objects in accordance with TCLT's rules.

TCLT is organised in accordance with its rules and the board of directors meet at least three times a year to manage its affairs.

## **Board Report**

The Board present their report and financial statements for the year ended 31st March 2024

## **Activity**

The principal activity of the Society during the period under review was that of working with various parties to consider the future provision of housing for the local community.

The Rules of the Society allow a much wider involvement in the local community and opportunities will be considered on their merits.

Review of developments and future prospects

The society moved forward with plans for a small first development on Bardfield Road, in keeping with the needs identified in the Housing Needs Survey. In March 2024, in partnership with English Rural, a planning application was submitted to Uttlesford District Council for four community homes.

## **Dividends**

Under the current rules of the Society no dividends are payable to the members.

## **Risk review**

The financial statements have been prepared on a going concern basis. No material uncertainties that cast significant doubt on TCLT's ability to continue as a going concern have been identified by the Board.



## **Board of Management and their interests in the Society**

No Board member has a financial interest in the Society. Board Members interests are pursuant to D16-D26 in the governing documentation, and all Board Members must comply with these requirements to ensure the society functions at all times for the benefit of the Community

### **Audit**

On 6 April 2018 new legislation came into effect amending parts of the Co-operative and Community Benefit Societies Act 2014. The changes amend the levels at which a society must appoint a qualified auditor to audit their accounts.

Some societies registered under the Co-operative and Community Benefit Societies Act 2014 can currently disapply the requirement to appoint a qualified auditor to audit their accounts.

These changes come from The Co-operative and Community Benefit Societies Act 2014 (Amendments to Audit Requirements) Order 2018

This order applies to the TCLT and therefore is allowed by section 84 of the act, the board at the Annual General Meeting disapplied the requirement to have their accounts audited.

However, in a bid to ensure transparency, the board has resolved to appoint Lay Auditors to audit their accounts before submission to the FCA Mutual Societies Portal.

## **Statement of Board of Management's Responsibilities**

The Board is responsible for preparing the financial statements in accordance with applicable law and regulations. The financial statements are required by law to give a true and fair view of the state of affairs of the Society and of the surplus or deficit of the Society for the year. In preparing those financial statements, the Board is required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the society will continue in business.

The Board are responsible for keeping proper accounting records and that these enable the Board to ensure that the financial statements comply with the Co-operative and Communities Benefit Act 2018.



They are also responsible for safeguarding the assets of the Society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Board acknowledges their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Signed on behalf of the Board:

Chairman Thaxted CLT

Board Secretary Thaxted CLT

Board Member

Date: 24rd April 2025



**THAXTED COMMUNITY LAND TRUST LIMITED  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST MARCH, 2025**

**THAXTED COMMUNITY LAND TRUST LIMITED ANNUAL ACCOUNTS**

		<b>31/03/2025</b>	<b>NOTES</b>
	<b>INCOME.</b>		
	<b>Membership</b>		
1	new members	£13.00	13 new members at nominal £1
	<b>Donnations</b>		
2	trustee donnations	£151.00	donnations ex 2 trustees
	<b>Support Grants</b>		
3	Thaxted PC	£3,650.00	grant contribution from Thaxted PC
	<b>Other Income</b>		
4	CR ex Unity Acct CLOSED	£266.56	credit from closed bank account
5	CR ex Hunt's Charity	£390.00	grant from Hunts to offset membership costs at item 7
	<b>Total Income</b>	<b>£4,470.56</b>	
	<b>EXPENDITURE</b>		
	<b>Bank Charges</b>		
6	bank fees	£8.50	
	<b>Trade Assoc Fees</b>		
7	CLT Network	£390.00	membership of Community Land Trust Network
	<b>Insurance</b>		
8	FCA & land insurance	£436.36	FCA insurance requiremnts
	<b>Admin costs</b>		
9	administrator	£3,786.00	TCLT trust administrator
	<b>Total Expenditure</b>	<b>£4,620.86</b>	
	<b>NET INCOME/ DEFICIT</b>	<b>-£150.30</b>	
	<b>BALANCE BRT FWD</b>		
	07/04/2024 cash at bank	£1,161.95	
	<b>CARRIED FORWARD</b>	<b>£1,011.65</b>	
	NOTE: These accounts were prepared by the Trust Chair based upon current bank statements and account records to 7-4-25 They will be independently audited by Fin Comm Chair Thaxted PC.		

NB accounts show items within the financial year but bank dated late



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## **“THE HEDGES” Bardfield Road Thaxted**

**Thaxted Community Land Trust with English Rural**