

**OTTERPOOLPARK LIMITED LIABILITY PARTNERSHIP**

**MINUTES OF THE BOARD**

**Date: 31 August 2023**

**Place: The Jockey Club, Folkestone Racecourse, Stone Street, Westenhanger**

**Directors present: John Bunnett, Andy Jarrett, Sally-Anne Logan. Connor McConville and Dinah Roake.**

**Others present: Duncan Thomas, Development Director, Julia Wallace, Placemaking Director, and Peter Wignall, Legal and Governance Adviser.**

**113. Appointment of chair for the meeting.**

It was necessary to appoint a chairman for the meeting until a permanent chair is appointed.

**Decision:**

**That Sally – Anne Logan be appointed chair of the meeting.**

**114. Apologies for absence**

Apologies were received from Rebecca Shoob.

**115. Declarations under the code of conduct**

There were no declarations of interest.

**116. Minutes of the meeting of 28<sup>th</sup> June 2023**

The minutes of the meeting of 28<sup>th</sup> of June 2023 were presented to the board.

**Decision:**

**With the correction to the spelling of “Logan” in minute 100**

**the minutes were agreed.**

#### **117. Outline of proposals to tackle “Peak Debt”.**

A presentation by Andy Jarrett, Managing Director, was given to the Board on the proposals to tackle Peak Debt.

#### **118. Progress towards agreeing contracts with housebuilders and an outline of the Joint Venture**

Duncan Thomas, Development Director set out the progress made with agreeing contracts with housebuilders and the proposed joint venture. In particular, the Board was given an update on Parcel 23, with proposals received from three housebuilders. It was agreed that, under the Managing Director’s delegated authority, discussions be progressed with one of those housebuilders with a view to agreeing Heads of Terms, and subsequently detailed contractual documentation.

The identities of the housebuilders are contained in a confidential annexe to these minutes.

#### **119. Report on the new arrangements for working and wrongful trading.**

Report 49 sets out the current position on the new ways of working with the Council and reiterates the advice on wrongful trading.

#### **Decisions:**

- 1. That the new arrangements for working with the Council be noted;**
- 2. That the Board considers that either it be authorised to take comprehensive advise on their personal positions or indemnities be given by the Council and that this be communicated to the Council;**
- 3. In the absence of comprehensive advice or indemnities the Board members will consider whether they can continue to act in that capacity.**

#### **120. Planning Agreement**

Report 50 sets out the progress in negotiating the planning agreement for the project. In due course the LLP will need to enter into the agreement.

#### **Decision:**

**To note the report.**

#### **121. Forward Plan and Revised Board Dates**

Report 51 sets out a draft forward plan and proposes revised dates for the meeting of the board. Note: the date of 28 October 2023 shown in the report was corrected orally to 26 October 2023.

**Decisions:**

**1. That the Forward Plan be noted**

**2. That the dates for the meeting of the Board be:-**

- 21 September 2023
- 12 October 2023
- 26 October 2023
- 9 November 2023
- 25 January 2024
- 22 February 2024 and
- 14 March 2024