



MINUTES

Attendees:

Marcus Pickering (Chair)
 Izzy
 Keela Shackell-Smith
 David Wells

Colin Chaplin
 Ed Norton
 Julie Wisson
 Philip Gibbs

George Yazigi
 Emma Lovelock
 Phyllis Hooper
 Ben Pitt

Item	Agenda item
1	<p>Welcome and apologies</p> <p>Kim Burrows Helen Searle Steven Emberson Alexis Delaforce fry Emma Wilshaw</p>
2	<p>Proposed changes to the constitution</p> <p>The following changes were proposed, to be agreed at the February meeting. The final changes will be circulated, with 21 days to comment.</p> <ul style="list-style-type: none"> • 6)d) Amend to 6 times per year. • 6) Add additional wording to state that officers will meet 6 times per year. • 6)f) Meetings will be advertised on the website and other Loves Farm publications (remove 'displaying notices') • 8) General Meetings - change the requirement for general meeting to once per year. • Add a requirement to send committee meeting agendas, 1 week in advance, for comment. <p>ACTION Marcus/ Keela – to draw up the wording for the new constitution.</p>
3	<p>Community centre</p> <ul style="list-style-type: none"> • After 5 years working on the Community Centre project, Philip Gibbs has asked to step down as chair of the steering committee. The Loves Farm Community Association would like to express our utmost thanks to Philip for all of his hard work to get our community centre built. • Floor plans are currently being discussed. A part of the community centre will be a dedicated pre school • The new contact would need council contact details. ACTION Philip • ACTION Marcus: To ask for a volunteer to be the lead contact with the council. Ed Norton, Colin Chaplin, Ben Pitt and George Yazigi are happy to help in a working group. DECISION: Ben agreed to act as lead contact for the community centre until a volunteer is found. • ACTION Ben: to liaise with Philip about the handover and discuss with the team.
4	<p>Parking</p> <ul style="list-style-type: none"> • To date, there haven't been issues with people parking in Tesco on match days. However, parking is an issue that needs to be addressed, especially due to the footbridge.

	<ul style="list-style-type: none"> • DECISION: Izzy volunteered to act as a contact point regarding parking issues. • Izzy to work closely with BPHA, Councillor Chapman, Julie Wisson. • The emphasis needs to be on being proactive, not reactive, working with the police and Highways Agency. • ACTION Marcus: To send further information to Izzy.
5	<p>Responsible dog ownership</p> <ul style="list-style-type: none"> • Phyllis has a number of letters from the dog warden that could be distributed to areas which are fouled on a regular basis. • Ben offered to help with a campaign to promote responsible dog ownership. • One option discussed at the meeting was to facebook group if they could help with a campaign. • Our local dog warden is happy to help too.
6	<p>Neighbourhood watch</p> <ul style="list-style-type: none"> • Izzy volunteered to support a neighbourhood watch scheme. Marcus is also following up with 2 possible volunteers absent from the meeting • The Police Community Support Officer is happy to get in touch and come to meetings etc • ACTION Marcus - Marcus to send details of our next meeting to the Police Community Support Officer.
7	<p>Finance</p> <ul style="list-style-type: none"> • David is looking for help on the admin side of the finance role such as banking money • DECISION Emma: Emma is happy to bank money as it's mainly from events • There has not been significant finance changes since the AGM • £1926 in bank account. The expenses from the AGM are to be processed. • The accounts have been submitted to bpha to review • Advertising - we need to agree costs for advertising in the newsletter, on the website and facebook etc. ACTION Officers to discuss at their next meeting. • ACTION David/ Emma: To chase the companies that had previously advertised their company in the newsletter but is yet to pay their invoice.
8	<p>Youth service providers (YSP) grant application</p> <ul style="list-style-type: none"> • The Youth Service Providers group has been running at the Roundhouse school for last 18 months • However, their funding is running out and LFCA have been asked for our support. • YSP can't apply for grant from council but LFCA can, in partnership with YSP • YSP are looking to have closer links with LFCA • DECISION: Kirsty (Bens wife) happy to work with YSP on a possible grant application.
9	<p>Round house school</p> <ul style="list-style-type: none"> • Ed's wife is a parent governor at Roundhouse School. Ed is happy to take on the role as lead contact between LFCA and Roundhouse School • The aim of the role is to feed information from them to us on events in the school during the evenings etc. Also, we could work together on some projects such as SMART and environmental work possibly. • ACTION ALL: LFCA committee members to let Ed know ideas on how we can strengthen the relationship with Roundhouse School. For example, we could advertise their events on our website and maybe they could do the same vice versa.

	<ul style="list-style-type: none"> • Ben can also help regarding feeding website information. •
10	<p>Broadband improvement</p> <ul style="list-style-type: none"> • Half the estate (cabinet 59) is being upgraded imminently by Openreach as it is now deemed commercially viable. The other half (cabinet 58) is being funded by Connecting Cambridgeshire on some as yet undefined date (but before end 2015) • To be taken off the list of actions from the committee • Colin asked if we could have a regular update on our website, they have promised to give us regular updates and we will add this to our website
11	<p>Eynesbury village association/ time bank liaison</p> <ul style="list-style-type: none"> • We will be promoting Timebank in our January newsletter • Izzy looking to volunteer with Timebank • Action Marcus : send Izzy information on Timebank
12	<p>Setting goals for the year</p> <ul style="list-style-type: none"> • February meeting – we will finalise goals for the year • We ask that anyone who has put their name against something, to think about their goals for the year. We would like written goals and targets, with deadlines. • ACTION Marcus: to talk to all individuals about potential goals and deadlines.
13	<p>In future</p> <ul style="list-style-type: none"> • We hope to add a new committee page to the website, email addresses, phone numbers, agenda and minutes etc to raise awareness of the LFCA committee and what we do. ACTION Ben
14	<p>Vandalism</p> <ul style="list-style-type: none"> • The Muga roofed seating area has been vandalised. Sadly, this has happened before. • It has happened so many times that the council may take off side panels or just leave it because other play areas haven't be vandalised and there is a risk that the perpetrators could move to another play area. • The police are patrolling Love's Farm and we need to urge people to contact the local police force by calling 101 and reporting problems. • DECISION: The committee agreed that the walls should be removed from the muga seating area. • We need to work closer with the Youth Project and the Police to ensure it doesn't happen again • It might be better to look at the root cause of the problem • An option discussed at the meeting included CCTV. ACTION George: to look into CCTV, funding etc or signs. This could maybe link with neighbourhood watch. • In future, the muga seating area might be less isolated because of location of community centre.
15	<p>Northern access</p> <ul style="list-style-type: none"> • We have received a response from County Council following the Love's Farm petition. • In their response, the County Council suggested that they might consider a trial period, Marcus is investigating if it's at all possible • ACTION Ed: We are missing some of the documents regarding the Northern Access work. Ed to ask John (previous LFCA secretary) for Northern Access information • Julie commented that from council perspective, there is a petition to not open the access too and we have to look at both sides. We want a

	<p>discussion between all councils. If the Northern access was open for a trial period, it would have to be closed afterwards.</p> <ul style="list-style-type: none"> • LFCA agreed that we need to know what a trial period would constitute. • ACTION Julie, David and Ian Bates to discuss the option of a trial opening of the Northern access road. • We could maybe ask when the funding might be available. I.e. we would be interested for a trial if there might be the option of funding to open it in the future.
16	<p>Events</p> <ul style="list-style-type: none"> • 2014 events currently being discussed. • We may have to seek a new venue for events due to bookings at the football club.
17	<p>Street reps</p> <ul style="list-style-type: none"> • The street rep scheme could link to the neighbourhood watch project • We still have a number of streets that need street reps • Street rep get together proposed for the end of January
18	<p>Website</p> <ul style="list-style-type: none"> • Ben Pitt will be working on day to day updates of the website as Marcus is now Chair •
19	<p>Forums</p> <ul style="list-style-type: none"> • ACTION ALL: to regularly look at the website discussion forum and comment if possible.

Proposed meeting dates (subject to room availability):

- 12 Feb 2014
- 16 April 2014
- 11 June 2014
- 13 August 2014
- 15 October 2014
- 10 Dec 2014