



### COMMITTEE MEETING NOTES

Item	Agenda item	Lead
1	<p><b>Welcome and apologies</b></p> <ul style="list-style-type: none"> <li>• Marcus Pickering</li> <li>• Keela Shackell-Smith</li> <li>• Dan Grant</li> <li>• Emma Lovelock</li> <li>• Helene Tame</li> <li>• Kim Burrows</li> <li>• Rosemarie Ferguson</li> <li>• Phyllis Hooper</li> <li>• Sally Tilley</li> <li>• David Wells</li> <li>• Ian Gardener</li> <li>• Ben Pitt</li> <li>• Stephen Emberson</li> <li>• Julie Wisson</li> </ul> <p><b>Apologies</b></p> <ul style="list-style-type: none"> <li>• Alexis Delaforce Fry</li> <li>• Barry Chapman</li> <li>• Colin Chaplin</li> </ul>	<p>Marcus/ Keela</p>
2	<p><b>AGM feedback</b></p> <p>The committee discussed thoughts following the AGM. There was a consensus that it went very well, especially the awards. The number of attendees was slightly less than last year. Next year, we will focus more on attracting residents to the event. For example, by calling it the Love's Farm Community evening.</p> <p>Dan, our PCSO said that it was the best AGM he has attended. In future, we could have an event for children at the same time? Maybe some football coaching for have a late afternoon event on a Saturday. Including a movie or ask the Youth Service to get involved?</p> <p>We had some feedback about the communication, people saw the advert for free wine but didn't know the reason behind it.</p> <p>Next year, we could have an expo to ensure people know they will get something from attending. The boards and break out groups worked really well.</p> <p>The awards were very well received. In future, we will ask for nominees on a rolling basis, maybe every quarter.</p> <p><b>ACTION EMMA to do poll on days preferred for an AGM, for example,</b></p>	<p>Marcus</p>

	a weekday or a weekend. Maybe 9 <sup>th</sup> or 10 <sup>th</sup> of October. Renaming it Love's Farm expo.	
3	<p><b>Goals for the year</b>  The focus this year is on increasing participation in everything we do. Not just numbers, but encouraging everyone to have a voice and understand what we are doing and how they can get involved etc.</p> <p>The committee discussed the working group topics and possible goals. To note, the following is from the discussion, not the final goals.</p> <p>Love's Farm House</p> <ul style="list-style-type: none"> <li>• To have an open Community Centre</li> <li>• Full complement of trustees (10-13).</li> <li>• 50 members of the charity.</li> </ul> <p>Youth Work</p> <ul style="list-style-type: none"> <li>• Securing the funding for next year.</li> <li>• Establishing partnerships with other organisations, such as the Children's University.</li> </ul> <p>Events</p> <ul style="list-style-type: none"> <li>• Emma has had requests for more events focused to adults</li> <li>• 1 adult activity per quarter, 1 child activity linked in with other groups. E.g. Cubs and Brownies.</li> <li>• Youth club is running a pizza making night</li> <li>• More advertising outside of Love's Farm</li> <li>• Encourage/ facilitate others to do activities themselves and we support them. E.g. the bat event.</li> <li>• At least one event per quarter that gets people out and about on the street.</li> <li>• Maybe also a Love's Farm fun run. Dan is a runner and coach.</li> </ul> <p>SMART</p> <ul style="list-style-type: none"> <li>• Helene has offered to take over SMART</li> <li>• The LFCA committee would like to say a huge thank you to Phyllis for her work on SMART.  Further increase participation [how do we measure this?]  3 SMART days with incentives</li> </ul> <p>Anti social behaviour</p> <ul style="list-style-type: none"> <li>• Add an element where we listen to young people about anti social behaviour. Giving people a voice and representation.</li> <li>• Ensure we are well informed about issues and problem areas through Street Reps</li> <li>• Increase engagement with the police and other agencies to ensure the issues and their root causes are tackled</li> <li>• Develop long term solutions to ensure the MUGA and other play areas remain safe for our children and young people</li> </ul> <p>Newsletter</p> <ul style="list-style-type: none"> <li>• We need a printer to make the newsletter sustainable</li> <li>• Continue to seek advertising</li> <li>• <b>ACTION DAVID</b> to chase the council about the laserjet printer</li> </ul>	Marcus

	<ul style="list-style-type: none"> <li>• <b>ACTION KIM</b> suggested there could be some money available for a printer.</li> <li>• Increase registrations on the website to ensure more people <b>receive the electronic version</b></li> </ul> <p>Street Reps</p> <ul style="list-style-type: none"> <li>• Scheme fully publicised and communication networks up and running</li> <li>• A target of 90% of streets with a Street Rep</li> <li>• Email to all Street Reps at least bi-monthly with information, updates and encouragement!</li> <li>• Neighbourhood Watch up and running</li> </ul> <p>Responsible Dog Ownership</p> <ul style="list-style-type: none"> <li>• Visible campaign to bring responsible dog owners together</li> <li>• Campaign to highlight dog fouling as an offence</li> </ul> <p>Parking</p> <ul style="list-style-type: none"> <li>• Form a working group to tackle the issue</li> <li>• Engage with the police, local authorities and developers to find solutions</li> <li>• Ensure that residents' voices are heard and passed on</li> </ul> <p>Communication</p> <ul style="list-style-type: none"> <li>• 6 good news stories in the local press</li> </ul> <p>AGM</p> <ul style="list-style-type: none"> <li>• An AGM that celebrates our achievements and engages the community</li> </ul> <p>Website</p> <ul style="list-style-type: none"> <li>• Residents only area with real-name posting to raise the level of debate and reduce the negative comments that are publicly visible</li> <li>• Front page highlights for how to get involved</li> <li>• Mobile friendly design</li> </ul>	
4	<p><b>Existing working Group updates</b></p> <p>Street reps</p> <ul style="list-style-type: none"> <li>• New section of the website now live</li> <li>• Card for when people move in.</li> <li>• We are going to ask the street reps to put the cards through doors.</li> <li>• Business card for all houses to know who their street rep is.</li> <li>• Also giving a booklet for the street reps which has important contact details</li> <li>• Thanks to Helene for designing the postcard and the business card</li> </ul> <p>Youth</p> <ul style="list-style-type: none"> <li>• Successful Halloween evening, 20 people</li> <li>• A huge thank you to BPHA who are funding a storage unit</li> </ul>	Marcus Phyllis

	<p>for the equipment.</p> <ul style="list-style-type: none"> <li>We can also apply for a grant from the Town Council, you can apply on a 6 monthly basis. Email Ed Riley and copy in Ian.</li> <li>YSP staffing to continue if we have the funding. Confusion to be clarified.</li> <li>Maybe Hunts Forum could help?</li> <li><b>ACTION JULIE:</b> to send details about the Parish Council role of the clerk which has the payroll outsourced.</li> </ul>	
5	<p><b>Formation of working groups</b></p> <p>Responsible dog ownership</p> <ul style="list-style-type: none"> <li>Four volunteers</li> <li>In the newsletter for more people to join</li> </ul> <p>Parking</p> <ul style="list-style-type: none"> <li>David is pulling together the group for parking, David and Stephen and Bryn, Rebecca and Hazel.</li> </ul>	Keela
6	<p><b>Love's Farm House update</b></p> <ul style="list-style-type: none"> <li>Good meeting recently, working on policy work</li> <li>Missed funding application deadline which was today.</li> <li><b>ACTION:</b> Julie to investigate at the County Council about the stall in the start date.</li> <li>The team is working incredibly well. Thank you.</li> </ul>	Ben
7	<p><b>Set agenda for meeting with the police, to include</b></p> <p>Vandalism, anti-social behaviour</p> <ul style="list-style-type: none"> <li>Thank to you Daniel and Carol coming to the AGM</li> <li>The local Sargent keen to get involved with local community groups.</li> <li>Meeting at end of November with Sargent Thorne, Daniel and Carol</li> </ul> <p><b>Incident regarding anti-social behaviour</b></p> <p>Following a report of anti social behaviour, Daniel has spoken to the group of people involved, and their parents. They are sorry for their actions. Dan is looking at getting them more involved in the Youth Group if possible. A big thank you to Daniel for acting on the issue so quickly, including the home visits and supporting the family that reported the issue. Daniel is looking to attend future Youth events, and maybe ask the Football Club to support a football night etc.</p> <p>Daniel is looking to get more involved in the street reps project and patrols are being increased. We need to encourage people to phone and report incidents via the 101 number.</p>	Marcus
8	<p><b>Support for St Neots Awards 2015</b></p> <p>The Town Council is hoping to run community and business awards. They have asked us to partner with them, using our communication methods. Our logo goes on it. 12 different awards, launched at the</p>	Marcus

	Christmas light switch on. Kim is looking to sponsor the awards, then maybe the Love's Farm House could sponsor next year?	
9	<p><b>Love's Farm business</b></p> <p>Finance</p> <ul style="list-style-type: none"> <li>The signatories have now changed</li> </ul> <p>Events</p> <ul style="list-style-type: none"> <li>Shopping night 27<sup>th</sup> Nov</li> <li>Christmas quiz 28<sup>th</sup> Nov</li> <li>1 Dec – Virtual Christmas tree festival</li> <li>Pumpkin successful was a huge success.</li> </ul>	<p>David</p> <p>Emma</p>
10	<p><b>AoB</b></p> <p>All meetings will be held in community room from now until the Love's Farm House is built.</p> <p><b>Northern access</b></p> <p>Julie found out that the problem with an ambulance getting through the Northern Access was a problem with the transponder in the ambulance, rather than the bollard system itself.</p>	Marcus

**Dates for meetings (subject to room availability):**

14 Jan committee  
11 Feb officers  
11 March committee  
15 April officers  
13 May committee  
17 June officers  
15 July committee  
12 August officers  
16 Sep committee  
14 Oct officers  
18 Nov committee  
9 Dec officers