



**Love's Farm Community Association Meeting**  
**Online Meeting**  
**16 September 2020**  
**19.30**

**Minutes**

<b>1</b>	<p><b>Welcome and Apologies – Marcus Pickering, Chair</b></p> <p>Apologies: Julie Wisson (CCC), Stephen Ferguson (SNTC), David Wells (SNTC), Amanda Turner (HDC - Community Development Officer), PCSO Daniel Grant, Caroline Gregson (SNTC)</p> <p>Present: Helene Tame, Emma Lovelock, Rebecca Fowler, Cameron Paul, Ben Pitt (SNTC), Phyllis Hooper, Kathryn Beck, Rob Simonis (SNTC), Nik Johnson (HDC)</p>
<b>Building great relationships in our community.</b>	
<b>2</b>	<p><b>Agenda Items:</b></p> <p><b>a) Anti-social behaviour on Love's Farm (Fox Brook and by northern access gate)</b></p> <p>Residents have raised issues about anti-social behaviour on Love's Farm, in particular in relation to the area around Fox Brook, including; a willow tree being damaged, loud late night gatherings, drug use and individuals riding motorbikes on the green.</p> <p>LFCA can confirm that the willow tree was not vandalised; it was dying and damaged already.</p> <p>In response to residents' concerns about the anti-social behaviour around Fox Brook, the police have targeted this area and arrested one male for possession of class A and B drugs. Additionally, another individual has been stopped and found to have drugs in their possession, and will face court.</p> <p>In direct response to this issue, Huntingdonshire District Council (HDC) has thinned out the shrubbery in this area to make the space more open and less likely to conceal nefarious activity. HDC will be thinning other areas of shrubbery around Love's Farm.</p> <p>Residents have also reported anti social behaviour by the northern access gate, including issues with drug dealing and fighting.</p> <p>The street lights in this area had not previously been adopted, and so could not be fixed if not working; however, this issue has now been resolved, so street lights can be reported to be fixed.</p> <p><b>New action 1: Marcus to check whether the street lights in the area of the northern access gate are working and to report any that aren't.</b></p> <p><b>New action 2: Marcus to make PCSO Dan Grant aware of the anti-social behaviour by the northern access gate.</b></p> <p><b>New action 3: Marcus to liaise with residents to check whether the anti-social behavior around Fox Brook and the northern access gate is improving.</b></p> <p><b>b) Setting up a community library (telephone box or similar)</b></p> <p>A resident set up a mini library on their porch during COVID but would like this to be moved to another permanent, but easily accessible location for continued use by residents. Although lockdown has eased, and the need for a community library has lessened (as children have returned to school and libraries are back open), LFCA agreed it would still be beneficial to create a community library.</p> <p>LFCA agreed to trial a community library in the community garden; it was felt it would be less likely to be vandalised if in a more secure location. If it proves successful, further library boxes could be placed around Love's Farm.</p> <p>LFCA would like to install a telephone box community library; however, these are expensive and LFCA would need to engage in fundraising to secure the money needed. Instead, it was agreed that</p>

we would look for an individual in the community to help make a library box (providing funds for the materials), or try to source one cheaply.

**New action 4: Becky to ask her dad (a carpenter) if he would like to build a library box.**

**New action 5: Helene to research options for an inexpensive library box/explore whether others may be interested in helping to build one.**

**c) Review of the street rep roles**

General discussion about whether LFCA should put a new, refreshed focus on the street rep role; there are some roads without street reps, some areas of Love's Farm are not receiving the Love's Farm newsletter and feedback from the street reps about local issues has been limited.

It was agreed that street reps would benefit from a more defined role. LFCA thought the role should focus on welcoming new residents, creating and building a community in their street and building links into LFCA and the wider Love's Farm community. It was thought it might be useful to provide examples of the sort of activities this would involve. There was discussion about zoning Love's Farm, to create a community of street reps for each area; to provide support to one another and back-up for delivering newsletters. It was suggested LFCA could encourage more street rep hosted events (e.g. at the bar in the Love's Farm House).

Discussion about whether LFCA should ask street reps to recommit to the role - although no agreement was made about whether this should be done, it was agreed that as part of the review, LFCA should contact street reps to find out what they feel the role should involve and what is manageable.

Caroline H has a stock of welcome cards that street reps can use to welcome new residents to their street.

**New action 6: Marcus/Emma to post on the website/facebook page, asking residents to report if they are not receiving the Love's Farm Newsletter.**

**New action 7: Phyllis and Marcus to follow up on any reports of residents not receiving the Love's Farm newsletter.**

**New action 8: Ben to use February's edition of the Love's Farm newsletter to provide an up to date directory of street reps and LFCA members.**

**New action 9: Marcus and Caroline to refresh the street rep guide and welcome cards, with a view to posting a welcome card to all residents, alongside the newsletter in February.**

**d) AGM**

The Annual General Meeting (AGM), is usually held at the Love's Farm House in October and is designed as a social event, with community awards, a quiz and food and drink. Due to COVID, the AGM will be held virtually on zoom this year, on Wednesday 21st October.

LFCA agreed not to host awards this year, and instead to roll this over to next year's AGM, so the awards can be celebrated properly. It was agreed Marcus would prepare a short presentation of LFCA's work, and Cam a financial report to begin the meeting, followed by elections for the Chair, Secretary and Treasurer and a community-focused agenda thereafter. Reports will be available on the Love's Farm website.

There needs to be a minimum number of 10 attendees at the AGM. Notice must be given 28 days prior to the AGM, and roles for election must be advertised 14 days prior to the AGM.

**New action 10: Marcus to prepare AGM presentation.**

**New action 11: Cam to prepare financial report for AGM.**

**New action 12: Marcus to give notice of the AGM by 23rd September and advertise roles for election by 7th Oct.**

**3 Committee Governance**

a) Sharing of Volunteer Roles

**Actions 8 and 9 rollover (now actions 13 and 14):**

	<ul style="list-style-type: none"> <li>Ben to consider asking residents who have volunteered to assist as part of the LFCA COVID-19 response, whether they would be willing to volunteer for the LFCA. Ben to consider what this ask would be - i.e. should it be something specific to make the offer more meaningful and engaging. Addition (15/07/20): Ben to email volunteers to ask if they would like to merge with the wider group of St Neots COVID-19 volunteers.</li> <li>Marcus to liaise with Holly to make the list of volunteer roles available on the website.</li> </ul> <p>b) <u>Minutes of July Meeting</u></p> <p>The minutes of the July meeting were agreed.</p>	
4	<p><b>Police/Crime Update</b></p> <p>In addition to the update provided above about anti-social behaviour around Fox Brook and by the northern access gate, PCSO Dan Grant reported that he has spoken to several residents about parking on double yellow lines along Stone Hill. However, Dan was clear that parking is not a priority for the police at present.</p>	
5	<p><b>Councillor Updates</b></p> <p>Nik Johnson (HDC) - no update.</p> <p>David Wells (HDC) - no update.</p> <p>Ben Pitt (SNTC) - Ben and Helene have been in contact with the Community Developer Officer for Wintringham to develop children's play areas - a meeting should be scheduled soon. Ben will utilise LFCA to get in contact with children who live on Love's Farm to get their views about what play areas they'd like to see.</p> <p>Rob Simonis (SNTC) - no update.</p>	
6	<p><b>Working Groups</b></p> <p>a) <u>Events</u> – Due to COVID, the Big Lunch has been cancelled. LFCA will promote the virtual pumpkin festival for halloween this year, and agreed to highlight any local guidance that the police/local council may issue about halloween in light of COVID. Next month, LFCA will discuss whether/how to participate in 'Xmas is not cancelled'.</p> <p><b>New action: 15: Emma to publicise on facebook any police/local council guidance for halloween this year.</b></p> <p><b>New action 16: Becky to add 'Xmas is not cancelled' event to next month's agenda.</b></p> <p><b>Action 7 no longer relevant:</b> Marcus to email LFCA officers asking for suggestions about how to celebrate our community at the Big Lunch.</p> <p>b) <u>Neighbourhood Watch</u> - There are currently 22 members of NHW on Love's Farm, Caroline is trying to find a suitable time for their next meeting. NHW signs are to be erected. Caroline attended the most recent NHW AGM - nothing to report.</p> <p><b>Action 10 rolls over (now action 17):</b></p> <ul style="list-style-type: none"> <li>Caroline to write a facebook post promoting the benefits of the Neighbourhood Watch scheme.</li> </ul> <p>c) <u>Street Reps</u></p> <p>See above re refresh of street rep role. No reports of concern from any street reps.</p>	
7	<p><b>Health</b></p> <p>LFCA COVID-19 Response:</p> <p><b>New action 18: Ben to close the Love's Farm COVID helpline and refer residents to the St Neots help group.</b></p> <p><b>New action 19: Marcus to update the section about COVID on the Love's Farm website.</b></p>	
8	<p><b>LFCA Communication</b></p> <p>The Love's Farm House is now open but the section where the Love's Farm noticeboard is held, is in an area cordoned off to residents.</p>	

**Action 11 rolls over (now action 20):**

- Marcus to begin designing content for the LFCA noticeboard, with help from Ben.

**Developing and managing shared resources and spaces**

**9 Working Groups**

- a) SMART – SMART has been well attended recently. The next SMART days will be held on 17th October and 28th November. The community garden at the Love's Farm House is overgrown, and needs some attention. BPHA offered volunteers to help (but this would need to be on a weekday).
- Action 12 update:**
- Helene to check with the council which waste bags should be used for SMART days - complete - only one type of bag is needed which the council will sort.
- Action 13 rolls over (now action 21):**
- If appropriate, Helene to plan when the removal of tree guards can be incorporated into SMART.
- New action 22: Helen to discuss with Jessica organising a group of volunteers to sort out the community garden at the Love's Farm House, and contact BPHA if they wish to utilise their offer of volunteers.**
- b) Love's Farm Blooms - Phyllis has been busy tree planting following a meeting with Adrian from HDC, and with a local group of children, has weeded one of the flower beds on Station Square.
- c) Community Garden – no update.
- d) Finance – LFCA insurance is due for renewal at £262.00 for another year (this is a competitive quote). The group agreed to these costs, and also to add legal cover to the policy.

**10 Community action area updates:**

- a) LF Rock Snake - Following discussion with HDC, the decision was made to move the Love's Farm rock snake to the wall at the community garden.
- Actions 14, 15 and 16 no longer relevant:**
- David to seek HDC permission for the LF rock snake to be made a permanent installation.
  - Marcus to chase David re HDC permission for installation of the LF rock snake.
  - Helene to email Gemma Keech to recommend she begins selecting rocks for the permanent installation and weather-proofing them.
- b) Roads and traffic management
- i) **Double Yellow Lines:** The double yellow lines have been painted along Hogsden Leys near the road crossing; some residents have commented that these lines could have been longer, whilst others are happy as the lines have solved the issue of parked cars making it difficult to cross whilst also leaving room for cars to park along the rest of the road.
- ii) **Parking at the front of the estate**
- Action 3 (now action 23 rolls over):**
- Stephen to contact the Police Sergeant to raise the issue of residents parking on the green verge at the front of the estate. Would some targeted days of action help?
- Actions 4, 5 and 6 updates:**
- Marcus to ask David and Nik to enquire about the council's review of decriminalising illegal parking - complete - this review is on-going but may take some time due to backlogs of work because of COVID.
  - Marcus to share video of offending cars, and location of where bollards could be installed to Julie. Julie to enquire with County Council whether bollards could be installed - Marcus followed this up with Rebecca Britton (Wintringham) instead, who is involved in discussions with the County Council about installing bollards in this area.
- New action 24: Marcus to continue to liaise with Rebecca Britton about installation of bollards on the grass verges at the front of the estate.**
- Helene to write to BPHA to ask them to take action, and to invite a senior BPHA representative to the next LFCA meeting - complete - it is believed that BPHA residents are not responsible for parking on the grass verges.

	<p>c) <u>Street Lighting</u></p> <p>i) Fox Brook Lighting - There are no further updates.</p> <p><b>Action 17 rolls over (now action 25):</b></p> <ul style="list-style-type: none"> <li>• David to chase when the new street light in Fox Brook will be erected.</li> </ul> <p>ii) Lighting Adoption on Priory Hill</p> <p><b>Action 18 update:</b></p> <ul style="list-style-type: none"> <li>• Julie understands the adoption of lighting on Priory Hill is still with CC to action. Julie will chase CC for a resolution - complete. These lights have now been adopted.</li> </ul> <p>d) <u>Engagement with Developers:</u></p> <p><b>Action 1 update:</b></p> <ul style="list-style-type: none"> <li>• Ben to provide Rebecca with details of Schume's owner - complete</li> </ul> <p><b>Action 2 rolls over (now action 26):</b></p> <ul style="list-style-type: none"> <li>• Helene to contact Rebecca to discuss the faith space offering at Wintringham.</li> </ul> <p>e) <u>Condition of Footpaths</u> - David took new photographs of the affected paths and sent them to HDC but has had no response.</p> <p><b>Action 19 rolls over (slight change) (now action 27):</b></p> <ul style="list-style-type: none"> <li>• David to chase HDC about what action they will take to fix the footpaths on LF, and report on progress at the next LFCA meeting.</li> </ul> <p>f) <u>Station Square Trees</u> - Marcus is awaiting a response from HDC re how/if they might rectify the drainage issues which cause the trees to fail to thrive.</p> <p><b>Action 20 rolls over (now action 28):</b></p> <ul style="list-style-type: none"> <li>• Stephen to email St Neots Town Ops Team to enquire whether flower beds could be installed in Station Square with on-going maintenance from St Neots Town Council.</li> </ul> <p>g) <u>Disused Space in Station Square</u> - it was noted the compound had been cleared.</p> <p><b>Action 21 rolls over (slight change) (now action 29):</b></p> <ul style="list-style-type: none"> <li>• David to chase the planning department at the District Council, asking for a progress report on what L&amp;Q intend to do with the disused space on Station Square to improve it, until it is turned into a car park.</li> </ul>
<p><b>11</b></p>	<p><b>Farm House update</b></p> <p>The Love's Farm House has reopened with a reduced schedule of activities. There are no plans to open the bar as yet.</p>
<p><b>12</b></p>	<p><b>Any Other Business</b></p> <p>a) The St Neots Initiative which promotes tourism in the area has invited someone from LFCA to attend their committee (Weds daytime).</p> <p><b>New action 30: Ben to send follow up email about The St Neots Initiative to LFCA with more info.</b></p> <p>b) The next meeting, which will be the AGM, will be held virtually on Wednesday 21st October at 1930.</p>

## Action Log

Action	Who?
<b><u>Key Agenda Items</u></b>	
<b>Anti-social behaviour on Love's Farm (Fox Brook and top of LF by northern access gate)</b>	
1) Marcus to check whether the street lights in the area of the northern access gate are working and to report any that aren't.	Marcus
2) Marcus to make PCSO Dan Grant aware of the anti-social behaviour by the northern access gate.	Marcus
3) Marcus to liaise with residents to check whether the anti-social behavior around Fox Brook and the northern access gate is improving.	Marcus
<b>Setting up a community library (telephone box or similar)</b>	
4) Becky to ask her dad (a carpenter) if he would like to build a library box.	Becky
5) Helene to research options for an inexpensive library box/explore whether others may be interested in helping to build one.	Helene
<b>Review of the street rep roles</b>	
6) Marcus/Emma to post on the website/facebook page, asking residents to report if they are not receiving the Love's Farm Newsletter.	Marcus/Emma
7) Phyllis and Marcus to follow up on any reports of residents not receiving the Love's Farm newsletter.	Phyllis/Marcus
8) Ben to use February's edition of the Love's Farm newsletter to provide an up to date directory of street reps and LFCA members.	Ben
9) Marcus and Caroline to refresh the street rep guide and welcome cards, with a view to posting a welcome card to all residents, alongside the newsletter in February.	Marcus/Caroline H
<b>AGM</b>	
10) Marcus to prepare AGM presentation.	Marcus
11) Cam to prepare financial report for AGM.	Cam
12) Marcus to give notice of the AGM by 23rd September and advertise roles for election by 7th Oct.	Marcus
<b><u>Committee Governance</u></b>	
13) Ben to consider asking residents who have volunteered to assist as part of the LFCA COVID response, whether they would be willing to volunteer for the LFCA. Ben to consider what this ask would be - i.e. should it be something specific to make it more meaningful and engaging. Addition (15/07/20): Ben to email volunteers to ask if they would like to merge with the wider group of St Neots COVID-19 volunteers.	Ben
14) Marcus to liaise with Holly to make the list of volunteer roles available on the website.	Marcus

<p><b><u>Working Groups - Relationships</u></b></p> <p>15) Emma to publicise on facebook any police/local council guidance for halloween this year.</p> <p>16) Becky to add 'Xmas is not cancelled' event to next month's agenda.</p> <p>17) Caroline H to write a facebook post promoting the benefits of the Neighbourhood Watch scheme.</p>	<p>Emma</p> <p>Becky</p> <p>Caroline H</p>
<p><b><u>Health</u></b></p> <p>18) Ben to close the Love's Farm COVID helpline and refer residents to the St Neots help group.</p> <p>19) Marcus to update the section about COVID on the Love's Farm website.</p>	<p>Ben</p> <p>Marcus</p>
<p><b><u>LFCA Communication</u></b></p> <p>20) Marcus to begin designing content for the LFCA noticeboard, with assistance from Ben.</p>	<p>Marcus/Ben</p>
<p><b><u>Working Groups - Shared Spaces</u></b></p> <p>21) If appropriate, Helene to plan when the removal of tree guards can be incorporated into SMART.</p> <p>22) Helen to discuss with Jessica organising a group of volunteers to sort out the community garden at the Love's Farm House, and contact BPHA if they wish to utilise their offer of volunteers.</p>	<p>Helene</p> <p>Helene/Jessica</p>
<p><b><u>Community Action</u></b></p> <p>23) Stephen to contact the Police Sergeant to raise the issue of residents parking on the green verge at the front of the estate. Would some targeted days of action help?</p> <p>24) Marcus to continue to liaise with Rebecca Britton about installation of bollards on the grass verges at the front of the estate.</p> <p>25) David to chase when the new street light in Fox Brook will be erected.</p> <p>26) Helene to contact Rebecca to discuss the faith space offering at Wintringham.</p> <p>27) David to chase HDC about what action they will take to fix the footpaths on LF, and report on progress at the next LFCA meeting.</p> <p>28) Stephen to email St Neots Town Ops Team to enquire whether flower beds could be installed in Station Square with on-going maintenance from St Neots Town Council.</p> <p>29) David to chase the planning department at the District Council, asking for a progress report on what L&amp;Q intend to do with the disused space on Station Square to improve it, until it is turned into a car park.</p>	<p>Stephen</p> <p>Marcus</p> <p>David</p> <p>Helene</p> <p>David</p> <p>Stephen</p> <p>David</p>
<p><b><u>AOB</u></b></p> <p>30) Ben to send follow up email about The St Neots Initiative to LFCA with more info.</p>	<p>Ben</p>