

# ***Cottenham Village Design Group***

Committee Meeting Minutes: Held at 243 High Street Cottenham Cambridge.  
8<sup>th</sup> July 2009 at 8pm.

Attendees: Alex Thoukydides, Mike Smith and Steven Poole.

Apologies: Alan Leeks, Alex Darby, Clare Le Brecht, Henry Le Brecht and Patrick Clark.

## **1. *Accept Minutes of Previous Meeting.***

There were insufficient committee members present for the meeting to be quorate (a minimum of five are required). The minutes of the 3<sup>rd</sup> June 2009 meeting could therefore not be formally approved. Some minor corrections were noted. AT to offer to make the amendments for WM.

***ACTION AT***

## **2. *Matters Arising from Previous Meetings.***

All dealt with under other agenda items or no longer relevant.

## **3. *Quarterly Newsletter.***

A draft of the July newsletter had been produced including all articles except one. SP's piece had been sent by email but not received. At eight pages it is the group's longest newsletter, but after discussion it was decided not to hold any articles over to the next issue. SP to resend article. AT to complete newsletter and distribute to members.

***ACTION SP and AT***

## **4. *Review of Fen Edge Family Festival (20<sup>th</sup>-21<sup>st</sup> June 2009).***

### ***a. Display Stand in Culture Tent.***

The display stand (featuring enlarged copies of the group's newsletters, posters for the competition and walking tour, and the map from the design statement) was viewed by quite a few attendees at the festival, but failed to attract any new members.

### ***b. Competition.***

Over 90 entries were received (not all correct), 26 of which ticked the box to request more information about the group. The winner drawn at random from the correct entries was Mrs Sue Heavens of Brenda Gautrey Way. MS will contact the winner to arrange presentation of the prize (a print of 'Apples' by Richard Heeps with frame donated by County Frames). The preference is to present this at 6pm on 12<sup>th</sup> July at a BBQ being held for FEFF organisers.

***ACTION MS***

SP has collated contact details for those who requested more information. AL will send them a hardcopy of the design statement, the July newsletter, a membership application form and a covering letter. SP to liaise with AL. MS suggested sending a letter or email to the other entrants letting them know who won, but after discussion it was decided that it was more appropriate to publish this information in the village newsletter.

***ACTION SP and AL***

Contact details were also collected from attendees at the group's recent talk about Cycle Cambridge. SP to provide a list to AL, excluding existing members. AL to provide them with similar details, either via email or post at his discretion.

***ACTION SP and AL***

Another suggestion for increasing interest in the group was to provide local architects with copies of the design statement that they can offer to their clients. SP to compile a list of architects frequently involved with planning applications in the parish. AT to draft a letter.

**ACTION SP and AT**

**c. Walking Tour.**

Numbers for the four walking tours run by AD and WM varied between two and sixteen. The larger groups were probably too big. Some of the participants said that they would look at the buildings much closer now. It was felt that the combination with the Village Society tour covering the other end of the High Street worked well. If done again it would be better to make arrangements earlier and advertise better. Holding the tours (and open gardens) the weekend before the FEFF may also be preferable to give visitors more time to see and do everything.

MS expressed his thanks to all involved with the group's activities at the FEFF.

**5. Review of Planning Comments.**

The comments prepared on 21<sup>st</sup> June 2009 were reviewed.

Concern was raised about the blue paint that has been used instead of the expected black for the weatherboarding on the new houses at 78 High Street. SP to draw this to the planners' attention.

**ACTION SP**

**6. Village Views: Making Local Character Count in New Development.**

The Countryside Commission video produced in 1994 and featuring original members of the group was viewed. This will be shown again at a future committee meeting to allow others who are interested to see it. AT suggested that it would be desirable to make this more widely available in a more modern medium, subject to copyright considerations. The Countryside Commission no longer exists, so MS to look for contact details for the consultants involved in the preparation of the original design statement.

**ACTION MS**

**7. Visits and Talks.**

**a. Accordia.**

TW took an action at the previous meeting to investigate the possibility of a tour or show house. MS to check with TW.

**ACTION MS and TW**

**b. School Buildings Talk.**

HLB has obtained a favourable response from his company, Mouchel, for giving a talk about school design and the work they do in Cambridgeshire. It was agreed that this should be at the AGM during February 2010, with an exact date being selected nearer the time. MS to respond to HLB.

**ACTION MS and HLB**

**8. Future Cottenham Newsletter Article(s).**

The deadline for the next edition is 25<sup>th</sup> August. This will feature a photo of the FEFF competition winner being awarded their prize. The Accordia visit may also be advertised if the dates are appropriate.

**9. Ideas for Future Visits/Talks.**

It was agreed that if the Accordia visit and Mouchel talk can be arranged then there is no need for others this year.

**10. AOB.**

**a. Cambridgeshire Rural Forum.**

Cambridgeshire ACRE are leading a forum to bring together stakeholders for rural communities (the whole of the county excluding the city of Cambridge). The group does not feel obliged to contribute. However, if a committee member is keen to represent the group and participate then they will be encouraged to do so.

**b. Histon Road / Rampton Road Sign.**

Nick Stevenson approached HLB at the FEFF questioning the replacement of the Heritage Sign at the corner of the village green. Prior to the meeting AL brought resolution 19 at the April 2009 meeting of the Parish Council to the group's attention. Further details of CPC's decision to replace it with a basic sign on cost grounds can be found in the Parish Council report in the June/July 2009 issue of the Cottenham Newsletter. MS to respond to Nick quoting the CPC minutes and newsletter article, and stating that the group had not been consulted.

**ACTION MS**

**c. Cambridgeshire County Council Nominee.**

CCC are entitled to nominate a CVDG committee member. Following the recent elections Matt Bradney is no longer a councillor, so a new nominee is required. AT to contact David Jenkins and Susan Gymer.

**ACTION AT**

**11. Date of next meeting.**

This was agreed to be at 8pm on Wednesday 23<sup>rd</sup> September 2009 venue 243 High Street.

END OF MINUTES