

Cottenham Village Design Group

Committee Meeting Minutes: Held at 243 High Street Cottenham
Cambridge 18th November 2009 at 8.00.

Attendees: Steven Poole, Alex Thoukydides, Mike Smith, Bill Miller, Tim Wotherspoon.
Apologies: Alan Leeks, Alex Darby, Robin Heydon, Patrick Clark.

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

The minutes of the meetings of 23rd September 2009 were approved as being an accurate record.

2. **Action Points from Previous Meeting.**

- MS stated that PC had sent out information concerning the Cottenham Village Design Statement to local architects and that no questions/comments had been received back. WM stated he had also received the information. It was agreed that TW should bring a pile of statement to MS at the next meeting for distribution to those who need some.

ACTION TW

- MS reported that the quarterly newsletter had been published but AT noted that it was not on website yet.

ACTION JW

- MS reported that AD had not yet responded to an action point on an article for the Cottenham Newsletter. (See 4)
- MS stated he had chased H & C Le Brecht concerning a talk by Mouchel on school buildings. (See 6)
- SP stated that the Community Centre Planning Application had been submitted today.
- AT reported that a link to the Village Views video is now on the CVDG website.
- MS reported that CCC tree work on the green will now be carried out in February. Trees 3, 5 and 7 will be taken out and others cut back.
- MS recounted that AL had reported that there are no new members, despite following up the "leads" from the FEFF.

Discussion took place concerning how it could be arranged that tree work in Cottenham could be notified to CVDG by SCDC. TW stated that local authority powers on trees are limited with the exception of Tree Preservation Orders. SP agreed to investigate to see if CVDG could be notified.

ACTION SP

3. **Quarterly Newsletter.**

AT reported that the QN7 had been published and thanked contributors for their articles, but he said he had not received any feedback. SP stated that there is little evidence that the QN is read widely. WM suggested a biannual newsletter. AT said that we should retain the January 2010 newsletter because it provides advance publicity for the AGM. MS proposed deferring review of the frequency of publication until the new year.

MS asked for topics for the January issue, and the following were discussed.

- The meeting on tall Buildings in Cambridge. (WM to find minutes or talk to SG).
- The forthcoming AGM as a topic, including the agenda and committee positions.
- An editorial written by the chair looking towards the future, including a plea for membership, spelling out the benefits of membership and visits etc.

TW stated he might be able to prepare a piece on the National Highway Conference. This is looking at new approaches to highway design to reduce roadside clutter.

AT stated that the deadline for articles would be 1st January 2010 (or at the very latest 8th January).

ACTION WM MS TW SG

4. Cottenham Newsletter.

MS proposed re-using his Village Views article for the Cottenham Newsletter. AT suggested that it would be suitable if cut to 50% in length. Details of the AGM can also be included if known in time. MS is to contact AD to see if his proposed article about the CVDG quiz prize could be included.

ACTION AD MS

MS stated that the deadline for articles is 25th December for the issue to be distributed at the start of February.

5. Visits and Talk plus Media Students.

TW agreed to arrange a tour of Accordia for the group before Easter 2010. He said the project was completing at the present time and would look better in the spring. He said that Shape East offer tours at £10 per head, which the committee agreed would be too much for the group.

ACTION TW

WM stated he had not contacted CVC in relation to CVC media students producing clips relating to CVDG activities. He requested clarification of the aim of this.

It was agreed that the primary aim was to advertise the group and bring in more members.

The clips could contain:

Interviews, a focus on the Design Statement, explanation of group activities and village features.

AT stated that CVDG would need to review the material prior to it being uploaded to the group's website.

It was agreed that students should see the Village Views Video.

WM to contact CVC to find out if there would be interest in this project.

ACTION WM

MS proposed a visit to the new Donarbon Mechanical Biological Treatment (MBT) plant which is now up and running. SP to find out about visits and report back

ACTION SP

6. AGM Planning.

The date for the AGM was provisionally set for Tuesday 2nd March at CVC. SP stated he would book a room for that date.

ACTION SP

Discussion was held concerning the proposed AGM talk on school buildings. It was agreed that this would be an excellent topic for the AGM. MS stated he had not heard from H Le B concerning this talk. MS stated he would contact H Le B to take this further.

ACTION MS HLB

WM stated that the talk could have two sections, firstly school design and the drivers behind it, and secondly focusing on the sixth form proposals at CVC (which could include a contribution by a member of CVC staff).

7. Review of Planning Comments.

SP went through recent application comments prepared 14th September and 1st November 2009.

TW reminded the meeting that the CVC planning application would be determined by CCC and not SCDC.

SP tabled a draft set of comments made in relation to the CVC 6th Form scheme Ref: S/1435/09/F. This had been recently reviewed by SP, JBS, SG, JW, AT and MS who spent two hours reviewing the documents.

The comments caused discussion at the meeting.

In conclusion SP and MS stated that nothing had come out of this discussion or comments received by email which would affect the relevance of the comments already proposed, apart from four minor changes. It was agreed that the comments should be submitted by SP subject to the following changes:

- Add a new comment concerning the lack of moped and scooter parking.
- SP should check on the actual new car parking numbers provided.

- Add a new comment on the lack of outdoor amenity space for the 6th form unit.
- Add a new comment on the loss of playground space caused by re-siting temporary mobiles.

ACTION SP

Any further requests for changes need to be provided to SP by Saturday morning.

ACTION AII

8. NEW SPDs etc.

SP stated that there are four SCDC SPD documents out for consultation, the most relevant to the group being the District Design Guide SPD. He stated that this is essentially based on a draft document that David Grech (former conservation officer) presented in a talk.

SP stated CVDG would not be likely to comment on these, but we should try to look at the documents and go through them. SP will read them but can not guarantee to find all relevant points. AT stated he had skimmed the documents. SP stated he would collate and submit any comments provided to him by 30th November.

ACTION AII

9. Feedback From Other Events.

MS provided a summary of the Rural Cambs meeting held on 29th September 2009. AT showed printouts of the detailed A14 improvement plans; these are available to other committee members on request.

10. Membership Update

It was agreed to take this topic forward the next meeting.

AGENDA MS

11. Membership Fees Etc.

It was agreed to take this topic forward to the next meeting.

AGENDA MS

12. CVDG Festive Meal.

It was agreed that this should be at the Curry Palace on Friday 15th January 2010 at 7.30.

ACTION MS

13. AOB.

None

14. Date for Next Meeting.

Wednesday 27th January 2010 at 8.00pm at 243 High Street.

END OF MINUTES