

Cottenham Village Design Group

Meeting Minutes: Held at 6 Tenison Manor Cottenham Cambridge.
25th March 2009 at 7:45pm.

Attendees: Alex Thoukydides, Clare Le Brecht, Henry Le Brecht, Mike Smith, Patrick Clark and Steven Poole.

Apologies: Alan Leeks and Bill Miller.

1. *Accept Minutes of Previous Meeting.*

The minutes of the meeting of 12th February 2009 were approved with one minor correction.

Actions were reviewed. AD had publicised the AGM and A14 talk. AT had provided WM with the membership list. WM had provided a copy of the accounts for the AGM handouts. SP had prepared the planning comments report. AT had prepared a motion to create a Vice Chair officer position (which was passed at the AGM). Other actions reviewed as part of following agenda items.

2. *AGM Review and Minutes.*

The AGM held on 26th February 2009 was reviewed. CLB and HLB commented that (as newcomers to the group) they thought the AGM was well organised and structured, with the A14 speaker especially interesting. SP noted that it was clear the group had done a lot last year.

However, attendance was lower than expected (approximately 20), possibly due to clashes with the CVC parent teacher evening and Joint Action Group (JAG) meeting. Need to consider how to increase membership size and AGM attendance.

ACTION All

Most of the committee members have not seen the video of the original VDS; MS to arrange a screening.

ACTION MS

The committee agreed that the draft AGM minutes should be placed on the group's website with a couple of minor corrections and a note that they will be approved at the next AGM.

ACTION JW

3. *Quarterly Newsletter.*

Deadline for articles to be included in the April newsletter is 1st April 2009. AT will collate and produce the layout.

- MS has asked Bill for an article concerning his Taiwanese student's thesis. This is expected to miss the deadline by a few days.
- CLB and HLB will write an article about their first experiences of the group.
- TW has not confirmed whether his article about the International Symposium on the 21st Century City will be ready.
- Julia Page, a non-member, has provided a write-up on the A14 talk.
- AD has written an article for the village newsletter about the cycling talk that can be reused here.
- PC will prepare an article concerning the group's FEFF activities. This will also be submitted to the village newsletter.
- AT to include a list of the current committee members.

ACTION AD, AT, CLB, HLB, MS, PC and TW

4. Events.

a. Fun Run and Market.

This year's Fun Run will be on 9th May 2009. The committee agreed that this is not a good event for signing up new members, so the group will not have a stand there this year.

b. Fen Edge Family Festival.

The group has space booked in the Culture Tent on 20th and 21st June 2009. The primary aim is to provide information about the group and sign-up new members. Deadline is 25th April for both the festival events guide and village newsletter.

Display stands to be prepared by AT, including copies of newsletters. (This will include the article by CLB and HLB about their first experiences of the group.)

ACTION AT

WM and AD were considering whether to lead a walking tour; MS to ask if they have made a decision.

ACTION AD, MS and WM

PC will prepare a quiz using photos from the VDS. CLB and HLB to consider possible prizes.

ACTION CLB, HLB and PC

5. Cambridge Cycling Demonstration Town Initiative Talk.

SP confirmed that Mike Davis from CCC has committed to talk about the Cambridge Cycling Demonstration Town Initiative. This will take place in the CVC Drama Room at 7:30pm on 13th May 2009.

AD has submitted an article for the village newsletter. SP will ask JW to design a poster, ideally at least a month in advance. MS and SP will display posters around the village. AD to see if the Cambridge Cycling Campaign would be willing to advertise the event via their website and newsletter. AD to provide press release to local newspapers and radio stations. CLB to ask colleague about advertising via Sustrans.

ACTION AD, CLB, JW, MS and SP

MS will ask AL for membership form.

ACTION AL and MS

PC will purchase refreshments (wine, juice and nibbles). CLB and MS will provide plastic cups.

ACTION CLB, MS and PC

AT will prepare and display signposting.

ACTION AT

6. Review of Planning Comments.

SP summarised the comments prepared with JW on 18th February and with AT on 14th March.

An update was provided concerning 260 High Street. Apparently the owners wish to replace the existing building, but planning permission will not be given for demolition.

7. Mineral and Waste Plan Comments.

SP prepared and submitted comments on the three sites affecting Cottenham within the Cambridgeshire and Peterborough Minerals and Waste Plan - Proposed Additional Sites.

8. Pond at CVC.

The group understands that the CVC governors are considering filling in the pond on health and safety grounds. An alternative is to put a fence around the pond, but that may look worse. The pond has been there for over 100 years, predating the college.

The committee consider that the pond is an asset to the village. SP to draft a letter to the head, Tony Cooper, based on the VDS for review by the committee. CLB will ask an ecologist colleague to take a look at the pond.

ACTION CLB and SP

9. Update from CEAG.

MS reported that CEAG has been temporarily reformed due to receipt of additional grant money. The intention is to use this to try and create a footpath link from the Les King Wood to Broad Lane, subject to landowners' agreement.

10. Any Other Business.

None.

11. Next Meeting.

This was agreed to be at 8:00pm on Wednesday 3rd June 2009 venue 243 High Street.

END OF MINUTES