



Love's Farm Community Association Meeting
Zoom Online
20th January 2021 7.30pm

Meeting Minutes

1	<p>Welcome and apologies</p> <p>Apologies :PCSO Daniel Grant, Linda Bleackley, Kevin Fitzgerald, David Wells (HDC)</p> <p>Present: Emma Lovelock, Ben Pitt (SNTC), Nik Johnson (HDC), Rebecca Fowler, Cameron Paul,, Helene Tame, Rob Simonis (SNTC), Stephen Ferguson (SNTC), Caroline Henderson, Caroline Gregson (SNTC), Di Briggs, Steve Briggs</p>
Building great relationships in our community	
2	<p>Committee Governance</p> <p>a) <u>Community Plan</u></p> <p>Marcus requested volunteers to develop the LFCA community plan. Helene, Becky and Ben volunteered to assist Marcus with this work. Ben highlighted the importance of this document in relation to future handovers. Ben also asked whether it would be useful to run another community survey - the general consensus was that this would be useful. Helene suggested we could conduct a random sample for each street (e.g. by knocking on a few houses in each street), to reach residents who might not otherwise respond to an online survey.</p> <p>New Action (no. 1): Marcus, Helene, Becky and Ben to arrange to meet to discuss the LFCA community plan.</p> <p>b) <u>Review sharing of volunteer roles</u></p> <p>Action 1 (replaced with action 2) & 2 (now action 3) updates:</p> <p>Due to the very limited demand for COVID-19 volunteer assistance on Love's Farm, the group decided it would be best to refer our volunteers and residents to the wider St Neots Community Support Group.</p> <p>New Action 2: Ben to confirm arrangements with the wider St Neots Community Support Group about how to refer our volunteers and residents to their scheme.</p> <p>Action 3: Marcus to liaise with Holly to make the list of volunteer roles available on the website. Carry over.</p> <p>c) <u>Minutes of November meeting</u></p> <p>Receive notes of the last meeting and update on actions not covered elsewhere on the agenda (none). Agreed.</p>
3	<p>Police/Crime</p> <p>No crime update was provided; however, PCSO Dan Grant provided a new team email address for residents to use to report any issues or get in touch with the PCSO team:</p> <p>StNeotsNPT@cambs.pnn.police.uk</p> <p>New Action 4: Becky to check whether the new team PCSO email address should be used by LFCA also, or if this is just for residents.</p> <p>Stephen commented that he recently met with DI Rob Streeter, shortly after it was announced that cuts are to be made to PCSO resources in the area, which DI Rob Streeter was not in support of. The group commended PCSO Dan Grant for his work on Love's Farm, and hope he will continue in this role in the future.</p> <p>Action 15 update: 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>DI Rob Streeter confirmed the police will undertake tactical days of action to address illegal/anti-social parking. Stephen made him aware of the issues on Love's Farm, as well as those more widely in town. The group agreed that District Councillors should place more pressure on HDC to decriminalise parking. LFCA is aware that this subject was subject to a review but has heard no outcome.</p> <p>New Action 5: At the next quarterly meeting, Stephen to ask Councillor Ryan Fuller for the outcome/progress of the review into decriminalising parking.</p>
4	<p>Councillor updates</p> <p>Stephen Ferguson (SNTC) - One of SNTC's key strategic objectives is to set up a Youth Council - initially a small working group of young people will be set up to decide how the Youth Council will work (with the help of a professional moderator), with elections for the actual Youth Council taking place in May.</p> <p>Following a Freedom of Information Request which showed CCC had not cleaned the drains in St Neots for 5 years and had deleted 140 reports of issues with drains without taking any action, CCC has now begun work to clear the drains. A St Neots Drain Watch facebook page has been set up, and residents are encouraged to officially report any issues to CCC.</p> <p>New Action 6: Marcus to report any known drainage issues on Love's Farm to CCC.</p> <p>Nik Johnson (HDC) - the recent flooding has been a priority for HDC. Nik is involved in trying to pull together a cross regional approach to managing the flooding; he has recently written to our MP and CCC, and is also requesting that better flood planning strategies are put in place for any new build developments.</p> <p>Ben Pitt (SNTC) - Ben thanked the volunteers who had offered their assistance at the COVID-19 vaccination centres in town.</p> <p>Action 3 update (now action 7): Julie to advise LFCA when the report into secondary school provision in St Neots will be available. Carry over. Julie has advised LFCA about CCC's predictions for the number of secondary school places that will be available in the future, but has not provided a comparison of this against the likely number of spaces that will be needed.</p>
5	<p>Working Groups</p> <p>a) Events – update from Emma Lovelock - no update.</p> <p>b) Neighbourhood Watch – update from Caroline Henderson</p> <p>Caroline has finalised which lamp posts, NHW signs will be displayed on and now needs to make an application to erect these signs.</p> <p>c) Street Reps - update from Caroline Henderson</p> <p>Actions 5 (now action 8), 6 (now action 9) & 8 (now action 10) updates:</p> <ul style="list-style-type: none"> • Marcus/Emma to post on the website/facebook page, asking residents to report if they are not receiving the Love's Farm Newsletter. Carry over. • Phyllis and Marcus to follow up on any reports of residents not receiving the Love's Farm newsletter. Carry over. • 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. Carry over.
6	<p>Health</p> <p>LFCA Coronavirus update</p> <p>The Priory Centre will be set up as St Neot's vaccination centre, likely in February (due to vaccination supply).</p>
7	<p>LFCA Communication</p> <p>Action 7 update:</p> <ul style="list-style-type: none"> • 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.

There was no response to the notice to residents in the last newsletter, asking if any local groups would like to feature in the February Directory. Ben will contact local groups that he is aware of, to obtain their information for inclusion in the Directory (the Directory will provide a short snippet of information about the activities of each local group also). The Directory will also include a list of Street Reps and information about their roles. Ben will publish the Directory in mid-February.

Group discussion about the cost of advertising in the newsletter. Currently, funds provided by BPHA cover printing costs; however, in the future, advertising revenue may be required to cover the costs of publication.

New Action 11: Ben to check with Jenny, when the BPHA funding for the newsletter is likely to run out.

- **Action 9 update (now action 12) Marcus to begin designing content for the LFCA noticeboard, with help from Ben. Carry over.**

Developing and managing shared resources and spaces

8 Working Groups

a) **SMART** – update from Helene Tame

Action 11 update (now action 13):

- **If appropriate, Helene to plan when the removal of tree guards can be incorporated into SMART. Carry over.**

January SMART was cancelled due to lockdown; however, some families have directly contacted Helene to borrow the equipment to carry out their own litter picking on Love's Farm.

b) **Love's Farm Blooms** - update from Phyllis Hooper - no update.

Action 12 update (now action 14):

- **Phyllis to inform Emma when HDC is likely to prune the willow trees, so a facebook post can be published informing residents about his activity. Carry over.**

c) **Community Garden** – update from Helene Tame

Lots of residents are visiting the community garden which is now being extended to the front of the house also. The community garden at LFH has been tended to by a few individuals but due to lockdown, cannot be used more widely at the moment.

d) **Community Library** - update from Emma/Helene

Action 13 update:

- Emma to check in with Helene re whether she is aware of any other individuals who may be able to assist in building the library box and if not, Emma to publish a facebook post asking residents for help.

This action is complete but no volunteers to build the library box have come forward.

e) **Finance** – update from Cameron Paul

Action 14 update:

- Emma to publish a facebook post, highlighting that community grants will be available from January and encouraging residents to start new community-based initiatives and to apply for a start-up grant, or for existing community groups to apply for a grant. Complete - no response.

The group discussed what SNTC's expectations are in relation to how the £1400 annual grant is spent; currently SNTC's position is unclear. SNTC's grant is one of the main sources of LFCA income, and is needed to fund the running of the committee e.g. to cover insurances and awards and events. However, the group agreed that as current LFCA funds are in a good position, that this year's full grant could be given to local community groups/not-for-profit organisations, as a re-start grant once COVID restrictions are lessened. Emma had recently posted on facebook, asking whether any local community groups require a grant; however, none responded. The group agreed it would be best to directly approach any known groups once COVID restrictions have eased.

New action 15: Ben and Stephen to determine what SNTC's expectations are about how the grant is used.

New action 16: Cam/Marcus to establish LFCA's annual fixed costs to determine in future years, how much of the grant will likely be needed to cover LFCA running costs.

HDC has given LFCA £2000 as a thank you for its support to the community during COVID-19. The group agreed that the funds should therefore be given to local community groups who have/are supporting local residents during the pandemic.

Marcus raised that some, or all of the grant could be given to the local, not-for-profit-group Community Money Advice who are providing free financial advice to residents and local people who are struggling financially. The organisation has recently taken on a paid member of staff, and the funds could be used towards these costs. Marcus wished to highlight a conflict of interest; his wife runs this organisation in conjunction with the church that they attend.

New Action 17: Marcus to contact Community Money Advice, to determine a business case for these funds and bring this back to the group for further discussion.

New Action 18: Helene to approach Roundhouse School to determine if there are any specific COVID-19 related projects that may benefit from additional funding.

The group broadly agreed that half the funds should be kept back for LFCA future use, in particular, to celebrate and set up events once COVID restrictions have eased. The group agreed that if funds are held back, these should be reviewed in e.g. six months to ensure they are used.

9 Community action area updates

a) Roads and traffic management

Parking at the front of the estate

Action 16 update:

- Marcus to continue to liaise with Rebecca Britton about installation of bollards on the grass verges at the front of the estate. There is now a new communications rep, who Marcus will approach for an update. Marcus has not heard back from Rebecca, and assumes this work won't happen now that the road works on Cambridge Road are complete.

Cam shared photos of badly damaged grass and a drain that appears in this area. .

New Action 19: Cam to send Marcus photos of the badly damaged grass and drain at the front of Love's Farm, who will forward these to Rebecca Britton.

Stephen commented that he has received reports from residents who are concerned about the speeding on Dramsell Rise. Stephen advised that if we wish to put in a Highways Local Improvement bid to get the speed limit on Love's Farm reduced to 20mph. that we would need evidence to back this up. Stephen advised that SNTC does have speed watch equipment that can be used by trained volunteers.

New Action 20: Stephen to ask SNTC how he can obtain the speed watch equipment for use on Love's Farm.

b) Street Lighting **Fox Brook lighting** - no update.

c) Engagement with developers - updates from Ben/Helene/Marcus (if any)

Marcus commented that Karen Lunn, our County Highways poc, had contacted LFCA stating that Gallaghers has not paid their contribution towards the costs of painting the double yellow lines on Love's Farm, implying LFCA is liable for the costs. LFCA did not agree to be liable for Gallagher's costs, LFCA was merely the committee that made the application. Marcus will advise Karen Lunn accordingly.

Marcus is liaising with the developers, to remove the large Love's Farm sign at the front of the estate, despite them agreeing to remove it a year ago.

The disused land by Tesco Express is due to go for sale at auction.

d) Condition of footpaths - update from David Wells

Action 17 update (now action 21):

- 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. Carry over.

e) Station Square

Judith Neal from HDC has been in contact offering assistance in improving Station Square. She is due to arrange a meeting with Marcus. Helene and Stephen agreed to join this too, and we hope Phyllis will be involved.

Actions 18, 19 (now action 22) & 20 (now action 23) updates:

- Marcus to chase HDC re how/if they might rectify the drainage issues which cause the trees to fail to thrive. Complete (in contact with Judith Neal).
- **Stephen to chase St Neots Town Ops Team re whether flower beds could be installed in Station Square with on-going maintenance from St Neots Town Council. Carry over.**
- **David to chase the planning department at the District Council, asking for a progress report on what L&Q intend to do with the disused space on Station Square to improve it (we understand the land was recently up for sale again). Carry over.**

f) **Google Maps and Street View update for Love's Farm**

Actions 21 & 22 updates: .

- Cam to approach local estate agents about funding for the Google Street View project. Complete - Cam is confident that the full funding can be obtained via local estate agents. Cam will balance the funds provided by each donor to ensure each are giving an equal or similar amount towards the costs.
- Ben and John to give feedback to Marc re the Google Street View project for Love's Farm via facebook messenger: <https://www.facebook.com/marc.bergeret.7>. Complete - Marc had some technical issues which has delayed him taking all of the imagery; however, almost all areas are now complete.

g) **Graffiti on Priory Hill Bridge**

Residents have complained about the graffiti on the railway bridge at Priory Hill. Marcus proposed three options to deal with this: i) ask CCC/Network rail to remove the graffiti, ii) paint it/remove it ourselves, iii) ask a local artist to utilise the space. Marcus will ask CCC/Network Rail to resolve this in the first instance.

New Action 24: Marcus to ask CCC/Network Rail to remove the graffiti on the railway bridge at Priory Hill.

h) **Railway Mural - update from Marcus**

Network rail has awarded the funding for this project and an artist has been appointed. Marcus is awaiting final confirmation that the mural painting will go ahead.

10 Farm House update

Receive news from the Farm House trustees - no update.

11 Any Other Business

- a) The census will take place this year. LFCA has been asked to provide support to residents who may need extra assistance in completing any forms. Further information will be provided via facebook and letters, nearer the time.
- b) Emma advised that a local resident has asked whether fairy boxes could be located in Auntie's Wood. Marcus advised that this individual will need to seek permission from HDC to do this.
- c) Emma raised that she has received lots of complaints from residents about the increase in dog poo on Love's Farm. The group discussed whether it was worthwhile spray painting the dog poo, as has previously been done. To discuss approach at next meeting.

New Action 25: Becky to include the issue of dog poo on February's LFCA agenda.

New Action 26: Emma to determine the costs of spray paint for the dog poo.

- d) The next LFCA meeting will be held virtually on Wednesday 17th February 2021

Parked Topics:

- Conversion of green space for parking on Love's Farm

Action	Who?
<u>Committee Governance</u>	
1) Marcus, Helene, Becky and Ben to arrange to meet to discuss the LFCA community plan.	Marcus, Helen, Ben, Becky
2) Ben to confirm arrangements with the wider St Neots Community Support Group about how to refer our volunteers and residents to their scheme.	Ben
3) Marcus to liaise with Holly to make the list of volunteer roles available on the website.	Marcus
<u>Police/Crime</u>	
4) Becky to check whether the new team PCSO email address should be used by LFCA also, or if this is just for residents.	Becky
5) At the next quarterly meeting, Stephen to ask Councillor Ryan Fuller for the outcome/progress of the review into decriminalising parking.	Stephen
<u>Councillor Updates</u>	
6) Marcus to report any known drainage issues on Love's Farm to CCC.	Marcus
7) Julie to advise LFCA when the report into secondary school provision in St Neots will be available	Julie
<u>Working Groups - Relationships</u>	
8) Phyllis and Marcus to follow up on any reports of residents not receiving the Love's Farm newsletter.	Phyllis/Marcus
9) 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
10) 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
<u>LFCA Communication</u>	
11) Ben to check with Jenny, when the BPHA funding for the newsletter is likely to run out.	Ben
12) Marcus to begin designing content for the LFCA noticeboard, with help from Ben.	Marcus/Ben
<u>Working Groups - Shared Spaces</u>	
13) If appropriate, Helene to plan when the removal of tree guards can be incorporated into SMART.	Helene
14) Phyllis to inform Emma when HDC is likely to prune the willow trees, so a facebook post can be published informing residents about his activity.	Phyllis
15) Ben and Stephen to determine what SNTC's expectations are about how the grant is used.	Ben/Stephen
16) Cam/Marcus to establish LFCA's annual fixed costs to determine in future years, how much of the grant will likely be needed to cover LFCA running costs.	Cam/Marcus
17) Marcus to contact Community Money Advice, to determine a business case for these funds and bring this back to the group for further discussion.	Marcus

18) Helene to approach Roundhouse School to determine if there are any specific COVID-19 related projects that may benefit from additional funding.	Helene
<p><u>Community Action</u></p> <p>19) Cam to send Marcus photos of the badly damaged grass and drain at the front of Love's Farm, who will forward these to Rebecca Britton.</p> <p>20) Stephen to ask SNTC how he can obtain the speed watch equipment for use on Love's Farm.</p> <p>21) 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>12) 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>23) David to chase the planning department at the District Council, asking for a progress report on what L&Q intend to do with the disused space on Station Square to improve it..</p> <p>24) Marcus to ask CCC/Network Rail to remove the graffiti on the railway bridge at Priory Hill.</p>	<p>Cam/Marcus</p> <p>Stephen</p> <p>David</p> <p>Stephen</p> <p>David</p> <p>Marcus</p>
<p><u>AOB</u></p> <p>25) Becky to include the issue of dog poo on February's LFCA agenda.</p> <p>26) Emma to determine the costs of spray paint for the dog poo.</p>	<p>Becky</p> <p>Emma</p>