



Love's Farm Community Association Meeting
Zoom Online
17th February 2021 7.30pm

February 2021 Meeting Minutes

1	<p>Welcome and apologies</p> <p>Present: Sam Collins, Emma Lovelock, Ben Pitt (SNTC), Caroline Gregson (SNTC), Steve Briggs, Cameron Paul, Stephen Ferguson (SNTC), Camilla McCormick (BPHA), Marcus Pickering (Chair), Helene Tame, Julie Wisson (CCC), Rebecca Fowler</p> <p>Apologies: Nik Johnson (HDC), Caroline Henderson, PCSO Daniel Grant, Rob Simonis (SNTC)</p>
Building great relationships in our community	
2	<p>Committee Governance</p> <p>a) <u>Community Plan</u></p> <p>Action 1 update: Marcus, Helene, Becky and Ben to arrange to meet to discuss the LFCA community plan. Carry over - the working group will meet on 3rd March at 8pm.</p> <p>b) <u>Review sharing of volunteer roles</u></p> <p>Action 2 update: Ben to confirm arrangements with the wider St Neots Community Support Group about how to refer our volunteers and residents to their scheme. Carry over.</p> <p>Action 3 update: Marcus to liaise with Holly to make the list of volunteer roles available on the website. Carry over.</p> <p>c) <u>Minutes of January meeting</u> 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>PCSO Daniel Grant was unable to attend the meeting but provided an email update: the St Neots policing team has been carrying out patrols around Love's Farm, following residents' concerns over drug dealing. Plain clothes operations have been undertaken and two individuals were found to be in possession of drugs. The team has also been working in conjunction with the British Transport Police to tackle county lines drug gangs using St Neots train station to access the town, including Love's Farm.</p> <p>Action 4 update: Becky to check whether the new team PCSO email address should be used by LFCA also, or if this is just for residents. Complete - Daniel has confirmed that the following group email should be used by the committee to send any messages to him (also cc'ing in his current individual email address) to ensure if he is off shift, that a colleague will answer in his absence: StNeotsNPT@cambs.pnn.police.uk</p> <p>New Action (no.4): Marcus to look into using Microsoft Teams for future LFCA meetings, so PCSO Daniel Grant can attend future meetings (he is not allowed to access meetings hosted on Zoom).</p> <p>Action 5 update: At the next quarterly meeting, Stephen to ask Councillor Ryan Fuller for the outcome/progress of the review into decriminalising parking offences. Carry over. Stephen has written to CCC for an update but has had no reply. Stephen will raise this at the March meeting.</p> <p>A resident found a large kitchen knife wrapped in a cloth whilst litter picking in the Fox Brook area. The resident approached Helene, asking for advice about what to do and also reported this to the police.</p> <p>New Action (no.6): Helene to report the discovery of the knife to PCSO Daniel Grant.</p>

<p>4</p>	<p>Councillor updates</p> <p>Action 6 update: Marcus to report any known drainage issues on Love’s Farm to CCC. Complete.</p> <p>Action 7 update: Julie to advise LFCA when the report into secondary school provision in St Neots will be available. Carry over. Formal findings of the report are not yet publicly available but should be in the next few weeks.</p> <p>Julie Wisson (CCC): Julie won’t be standing again for election in May. Sam Collins will be standing as the Conservative candidate. LFCA wishes to thank Julie for her contribution to our community over the past 8 years.</p> <p>Julie highlighted that any residents suffering from flooding can report this to CCC via their website. Julie also flagged that the digital census will be held on 21st March; each household will receive a letter containing a code to use when filling out the online form.</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>SNTC are hoping to purchase 4 temporary speed signs (which highlight if drivers are speeding or not and also record all speed information). Stephen has asked if one could be installed on Love’s Farm. The results of this could provide useful evidence for a Local Highways Improvement bid to designate Love’s Farm a 20mph zone.</p> <p>Discussions are on-going with Wintringham about older play equipment provision on the estate. Once the St Neots Youth Council is elected, it will be involved in this work.</p> <p>Ben Pitt (SNTC): Ben advised that he and Helene have also highlighted to the Wintringham developers the importance of community buildings, not just play equipment.</p> <p>HDC has agreed to commit a further £1.7 million of funds to the proposed St Neots town regeneration scheme, enabling the full £12 million project to go ahead. An online survey is available for residents to give their views about how the money should be spent.</p>
<p>5</p>	<p>Working Groups</p> <p>a) <u>Events</u> – update from Emma Lovelock</p> <p>The Love’s Farm Easter egg hunt will go ahead during the Easter holidays. For Red nose day on 19th March, residents will be encouraged to post a joke in their window. Ben mentioned there is a national campaign asking people to display their art work in their windows.</p> <p>New Action (no. 8): Ben to send Emma details of the national campaign asking people to display their art work in their windows.</p> <p>b) <u>Neighbourhood Watch</u> – update from Caroline Henderson (via email)</p> <p>Caroline is setting up a NHW facebook page. She is also documenting the lamp post numbers ready for the NHW signs to be erected.</p> <p>c) <u>Street Reps</u> - no update from Caroline Henderson</p> <p>Emma mentioned that three new Street Reps have recently volunteered. Helene and Marcus were unsure whether they were sighted on all three appointments.</p> <p>New Action (no. 9): Emma to send the details of the three new Street Reps to Helene/Marcus to coordinate, as Helene is searching for new Street Reps.</p> <p>Actions 8 (now no.10), 9 (now no.11) & 10 (complete) 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 - to publish post alongside the delivery of the Directory in April.

	<ul style="list-style-type: none"> • 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 Directory. Complete - several hundred welcome cards have been found.
6	Health LFCA Coronavirus update - no update. To remove from next agenda.
7	LFCA Communication LF Directory - update from Ben Pitt Action 11 update: Ben to check with Jenny, when the BPHA funding for the newsletter is likely to run out. Complete - the funds ran out at the end of last year. The newsletter costs at least £180 to print. Normally, one advert is published per newsletter (for £50), with the remaining costs split between LFH and LFCA. Work on the directory is on-going; it is currently at 16 pages. Ben is looking for advertisers: £50 for a half page, £80 for a full page and £150 for two pages. New Action (no. 12): Cam will speak to Alex Hughes about advertising in the LF Directory. New Action (no.13): Ben to send Emma wording for a post to be published on facebook asking for advertisers for the Directory. The group agreed that as almost all community groups are currently closed due to COVID, it would be better to delay the publishing of the Directory until after Easter. Action 12 update (now no. 14): 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) <u>SMART</u> – update from Helene Tame Action 13 update: If appropriate, Helene to plan when the removal of tree guards can be incorporated into SMART. Helene noted there are some of these at the North of the estate and that she will work to remove these independently. To take this action off the agenda. Independent SMART is proving popular, particularly over half-term. b) <u>Love's Farm Blooms</u> - no update from Phyllis Hooper Action 14 update (now no.15): 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) <u>Community Garden</u> – no update from Helene Tame d) <u>Community Library</u> - update from Emma/Helene There is still no one identified to build the community library box. New Action (no. 16): Helene to follow up with local Mens' Sheds to see if any would like to assist with building the community library box. e) <u>Finance</u> – update from Cameron Paul Action 15 update: Ben and Stephen to determine what SNTC's expectations are about how the grant is used. Complete - there is mixed use of the grant amongst other community associations (e.g. some use it solely for running costs, whilst others give it all to local community groups) - LFCA takes a mixed approach to how this is used e.g. funding of LFCA costs and grants to groups in the community which it was felt would be satisfactory for SNTC. Action 16 update: 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. Complete - Cam has accounted for this (rent for room at LFH for meetings, public liability insurance, newsletter printing costs and costs of events/awards).

Action 17 update : Marcus to contact Community Money Advice, to determine a business case for these funds and bring this back to the group for further discussion. Complete - the group agreed to give half of the £2000 grant to CMA, reserving the rest of the funds for further COVID response (if needed) and organising community events once lockdown is over.

New Action (no. 17): Cam to check how much of the remaining £1000 grant has been spent in 6 months time (July).

Action 18 update: Helene to approach Roundhouse School to determine if there are any specific COVID-19 related projects that may benefit from additional funding. Complete - Helene attended the governors meeting last week and although the school has incurred extra costs, they have also obtained extra funds and have had some reduced costs - so no extra funding is required. Instead, as a sign of appreciation of the teacher's hard work, the group agreed to use up to £100 of the HDC grant to buy the teachers teas, coffees and treats to share.

9 Community action area updates

a) Roads and traffic management

Parking at the front of the estate

Action 19 update: Cam to send Marcus photos of the badly damaged grass and drain at the front of Love's Farm (between nos 177-203 Cambridge Street), who will forward these to Rebecca Britton. Complete - the photos were sent to PCSO Daniel Grant who will send letters out to residents in that area to ask them to refrain from parking on the green. The photos were also sent to Rebecca Britton who is still hopeful bollards may be installed in that area.

New Action (no.18): Camilla to check whether the parking on the green on Cambridge Street is occurring near BPHA properties.

Action 20 update: Stephen to ask SNTC how he can obtain the speed watch equipment for use on Love's Farm. Complete - see councillor updates above.

b) Dog Poo

Action 26 update: Emma to determine the costs of spray paint for the dog poo. Complete - Emma will collect the spray paint next week.

The group agreed the best course of action is to spray the poo and publish facebook posts at the same time, to raise awareness of the issue and also encourage dog owners to pick up their own dog's poo and other poos where possible. Any sprayed poo will be picked up a week or so later.

New Action (no. 19): Becky to ask the BPHA resident who reported issues with dog poo, whether they'd be happy to discuss this directly with Camilla.

c) Fox Brook lighting - no update from David Wells

d) Engagement with developers - updates from Ben/Helene/Marcus

i) The group welcomed Camilla McCormick, the new BPHA Housing Officer.

Camilla queried whether there are any plans for CCTV to be installed on Station (following reports of vandalism to a BPHA resident's car). There are no plans to install CCTV on Love's Farm; currently CCTV is only installed in the town centre.

Camilla asked whether there are any community events planned to help residents dispose of/upcycle any large pieces of furniture (which often lay outside awaiting disposal). LFCA run a yard sale although this doesn't directly assist with this issue. Camilla is aware of an initiative in Bedford, where a charity called the Big Local fund the council to remove resident's bulky waste.

New Action (no. 20): Camilla to check whether BPHA could fund (or part-fund) a scheme for the council to remove residents' bulky waste.

Camilla advised that BPHA will be carrying out a site audit in March (covid dependant) to establish whether any communal grounds in BPHA ownership are suitable to be turned into "wild flower micro meadows". The group was not aware of any areas of BPHA owned land that would be suitable and also suggested it might be better to plant a different variety of flowers that will fare better.

	<p>New Action (no. 21): Camilla to inform LFCA if an appropriate area of BPHA owned land is available for planting.</p> <p>Helen asked whether Camilla would be introducing herself as the new Housing Officer to Love's Farm BPHA residents and what her plans are for longer-term engagement e.g letters to residents or an article in the Newsletter.</p> <p>New Action (no 22): Camilla to inform LFCA of her engagement plans for BPHA residents on Love's Farm.</p> <p>ii) The group discussed the future attendance of developers at LFCA meetings (L&Q for Love's Farm East in March, U&C for Wintringham in April) and priorities for discussion.</p> <p>The group would like to hear updates about general timescales for both projects, how access to the sites will be managed and connection paths from Love's Farm East to Love's Farm, as well as whether the developers' plans have changed in light of COVID and the increase in home working. Ben has sent a list of design considerations to all for discussion with the developers.</p> <p>New Action (no. 23): Helene to ask Christine Littlewood, the Community Development Lead to attend the LFCA meetings with developers.</p> <p>iii) Marcus advised that the payment for LHI work from L&Q in the process of being resolved (L&Q are in touch with CCC) and the construction signs on the estate will be removed imminently.</p> <p>e) <u>Condition of footpaths</u> - update from David Wells</p> <p>Action 21 (now no. 24) update: 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. Marcus will follow this up with the HDC officers directly.</p> <p>f) <u>Station Square</u> - update from Marcus</p> <p>Actions 22 (now no.25) & 23 (now no. 26) updates:</p> <ul style="list-style-type: none"> • 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. <p>Marcus is organising a meeting with HDC to discuss improving the Station Square.</p> <p>g) <u>Google Maps and Street View update for Love's Farm</u> - no update from Marcus</p> <p>h) <u>Graffiti on Priory Hill Bridge</u></p> <p>Action 24 update: Marcus to ask CCC/Network Rail to remove the graffiti on the railway bridge at Priory Hill. Complete - the graffiti was cleaned by HDC, although some remains.</p> <p>New Action (no. 27): Marcus to ask if we can get permission from Network Rail to showcase local artwork on the bridge.</p> <p>i) <u>Railway Mural</u> - no update from Marcus</p>
10	<p>Farm House update No news from the Farm House trustees.</p>
11	<p>Any Other Business</p> <p>a) The next LFCA meeting will be held virtually on Wednesday 17th March 2021 at 1930.</p> <p>b) Issues with the block paving on Stone Hill have been raised again. Marcus has taken pictures and reported it to the council.</p> <p>c) Helen updates that Adele Jones is joining the church on 1st March to work with young people across the whole of the town.</p>

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) Marcus to look into using Microsoft Teams for future LFCA meetings, so PCSO Daniel Grant can attend future meetings (he is not allowed to access meetings hosted on Zoom).	Marcus
5) At the next quarterly meeting, Stephen to ask Councillor Ryan Fuller for the outcome/progress of the review into decriminalising parking.	Stephen
6) Helene to report the discovery of the knife to PCSO Daniel Grant.	Helene
<u>Councillor Updates</u>	
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) Ben to send Emma details of the national campaign asking people to display their art work in their windows.	Ben/Emma
9) Emma to send the details of the three new Street Reps to Helene/Marcus to coordinate, as Helene is searching for new Street Reps.	Emma
10) 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
11) Phyllis and Marcus to follow up on any reports of residents not receiving the Love's Farm newsletter.	Phyllis/Marcus
<u>LFCA Communication</u>	
12) Cam will speak to Alex Hughes about advertising in the LF Directory.	Cam
13) Ben to send Emma wording for a post to be published on facebook asking for advertisers for the Directory.	Ben/Emma
14) Marcus to begin designing content for the LFCA noticeboard, with help from Ben.	Marcus/Ben
<u>Working Groups - Shared Spaces</u>	
15) 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/Emma
16) Helene to follow up with local Mens' Sheds to see if any would like to assist with building the community library box.	Helene
17) Cam to check how much of the remaining £1000 HDC grant has been spent in 6 months time (July).	Cam

Community Action

18) Camilla to check whether the parking on the green on Cambridge Street is occurring near BPHA properties.	Camilla
19) Becky to ask the BPHA resident who reported issues with dog poo, whether they'd be happy to discuss this directly with Camilla.	Becky
20) Camilla to check whether BPHA could fund (or part-fund) a scheme for the council to remove resident's bulky waste.	Camilla
21) Camilla to inform LFCA if an appropriate area of BPHA owned land is available for planting.	Camilla
22) Camilla to inform LFCA of her engagement plans for BPHA residents on Love's Farm.	Camilla
23) Helene to ask Christine Littlewood, the Community Development Lead to attend the LFCA meetings with developers.	Helene
24) Marcus to chase HDC about what action they will take to fix the footpaths on LF.	Marcus
25) 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.	Stephen
26) 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).	David
27) Marcus to ask if we can get permission from Network Rail to showcase local artwork on the bridge.	Marcus