

Committee Meeting – 26th November 2013

Held at 7A Adams Road at 19:00

1. Welcome, Introductions, and Apologies

Present: Jane Singleton (JS), Morcom Lunt (ML), Nicky Morrison (NM), Ann Mullinger (AM), Peter Jeffery (PJ), John Lawton (JL), Roger Chatterton (RC).

Apologies received from Ron Clifton (RC), Michael Bond (MB), Clive Brown (CB), Alan Baker (AB).

2. Agenda

Accepted as issued.

3. Minutes from Annual General Meeting of 13th July 2013

With the correct date of compilation and version number accepted as adequate for submission for approval at the next AGM.

ML

4. Minutes from Committee Meeting of 13th May 2013

Jane accepted the notes as an adequate record of the meeting. There were no matters arising (other than those covered by the evening's agenda) or outstanding actions since the meeting had been devoted almost entirely to the arrangements for the July public meeting and AGM.

A watermark free copy with updated version number to be sent to John Lawton for the Website.

ML

5. Website

5.1 Initial version

JL showed the website that he had set up at FeCRA.org.uk, with links to a few documents.

The invoice for the web domain registration charge to be sent to ML

JL

Latest versions of demonstrated documents plus any other relevant documents to be sent to JL, including the approved minutes for the 2012 AGM.

ML

5.2 Announcement List

After discussion the meeting agreed that initially, the website would be used only for an announcement list. JL advised that announcements will be text only, but they can have attachments. Any HTML information will be stripped out.

Once set-up, the announcement list (effectively the FeCRA circulation list) will be maintained by JL.

Post meeting note: ML to request JL to advise what if any data additional to name and email address the announcement list can hold.

ML/JL

ML to send the current circulation list to JL.

ML

As and when the opportunity arises, discussion lists can be established. JL pointed out that the email address Committee@ FeCRA.org.uk is a circulation list. All to note.

ALL

5.3 Launch

- 5.31. A GMail circular will be sent out to inform contacts about the planned transition to the website announcement list. The email will advise readers that they will receive an email from the new list and explaining the procedure to be followed to unsubscribe.

ML

- 5.3.2 An announcement email will be issued whenever a discussion group is set up. The email will explain the action to be taken by any recipients wishing to subscribe to the discussion. Responses to any discussion email will be sent to "Announcement@FeCRA.org.uk (first to the moderator) and then normally issued to all subscribers to that discussion group.
- 5.3.3 As far as possible, all announcements should make clear in the "subject line" the scope of the content of the announcement.
- 5.3.4 The consensus of the meeting was that the FeCRA Committee should not send out too many emails and that the issue of a "news update" not more than once a month would suffice – along the lines of the CPPF communications (*note that CPPF email newsletters contain much visual material and HTML coding.*)
- 5.3.5 The use of attachments will be minimised to reduce the load on recipients' systems. Instead, links will be provided to documents posted on the website.

6. FeCRA Committee Roles

6.1 Circulation List Secretary

The meeting noted that with the introduction of an Announcement List on the website, some email address maintenance will lie with those on the List. The addition of new names and amendment of email addresses will necessarily lie with the website moderator – JL for at least the time being.

6.2 Minutes Secretary

In the absence of any volunteers, ML said he would continue drafting meeting notes.

7. Use of Social Media

7.1 Twitter

JL advised that he had set up a Twitter account called @FeCRA2. The label @FeCRA already being in use.

The access password to be circulated.

All Committee members were encouraged to consider joining Twitter, to follow developments in Cambridge if nothing else.

JL

ALL

7.2 Facebook

The discussion demonstrated that several members had concerns about Facebook, and that benefits from a FeCRA Facebook page were not immediately apparent.

Roger Chatterton (who has a Facebook account for his business) to consider if, and how, FeCRA might be more effective with a Facebook page.

RC

7.3 Text Messages

The Committee was unanimous that though text messages have immediacy and might offer a high probability of being read, their usage by FeCRA is not appropriate currently.

8. Joint Working with other Groups

8.1 Cambridge City Council Planning Department

ML outlined the history of the Cambridge Residents' Forum and its connection with FeCRA. He reported on the recent exchange of emails with Patsy Dell and her statement that the next Forum would be early in 2014. The meeting discussed possible suggestions for topics to be addressed at the future Residents' Fora and identified the following:-

- Increasing the three minutes in total allotted at planning committee meetings for Residents to present their case. (*Post meeting note: the Chairman forgot to point out the potential of the Development Control Forum for allowing residents, applicant, and Councillors to evaluate proposals in much more detail prior to the adjudicating planning committee.*)
- Section 106 monies: process to provide influence to those affected by the related development on the allocation of the funds.
- CIL allocation and monitoring processes
- Public Art process including cash collection and spend assurance
- Process for determining how funds collected from Residents' Parking schemes are allocated and tracked.
- Process for allowing commercial properties to use pavement space, managing its operation, and public visibility of Council approved arrangements.
- Height limits for new buildings within the City
- Process for determining what community facilities should be provided in new communities and ensuring that contractor commitments are delivered.
- Lessons to be learned from the Wilton Terrace planning process experience

Contact list to be reminded of the Residents' Forum when next meeting announced.

ML

8.2 FeCRA support for Groups of RAs

ML reported on a suggestion from some residents in New Town that it would be helpful if FeCRA would support groupings of RAs that mirror the Council Area Committees.

During discussion, the meeting noted that the arbitrary boundaries of the area committees would not be helpful: One example was that Market Ward has much more in common with Petersfield and other wards to the east than it has with Newnham.

Noting the recent contact from CPPF re buildings of public interest, and from some residents concerned with the County Council approach to charges for residents' parking, the meeting agreed that the use of discussion groups would, in substantial part, address the needs.

Additional action by FeCRA would necessarily be subordinate to the identification of volunteers to provide appropriate coordination.

8.3 Save our Spaces

JL advised that he is now the Chairman of "Save our Spaces". He agreed to act as a conduit for information between FeCRA and SoS.

8.4 NHW and Community Navigators

ML reported that in some areas the local NHW groups effectively acted as residents' associations and that there must be topics of mutual interest for them and FeCRA.

Also, there is a Council funded programme to find volunteer Community Navigators whose role is to make contact with local old, infirm, and otherwise disadvantaged residents to ensure that they are in receipt of financial and other support as available.

The meeting also noted the recent publicity for people across the country to sign a pledge to look after nearby local people.

The meeting agreed that the potential links could be worthwhile.

ML

9. Date of next meeting

The next meeting will be held at 7A, Adams Road, starting at 19:00 on

Tuesday, 28th January 2014 (*subsequently moved to 17th February 2014*)