

Cheltenham Civic Society CIO – Executive Committee

Minutes of the Meeting held in Parmoor House on Monday 12th July 2021 at 5 p.m

Attendance:

Claire Attenborough (CA) (Treasurer)

Tess Beck (TB)

Andrew Booton (AB) (Chair)

Hugh Curran (HC)

Mike Richardson (MR) (Secretary)

Peter Sayers (PS) (Vice Chair)

Apologies:

Steve Bryson (SB)

Sarah Harvey (SH)

1. Introduction.

The aims of the meeting are to discuss Parmoor House and explore our Campaigning Strategy.

2. Minutes of the Meeting held on 21st June

The Minutes were **approved**.

3. Matters Arising

a. Finance.

The current account holds approximately £47,000. Currently there is little activity apart from the routine payments linked to Parmoor House. A financial report will be a standing item on all future meetings. It was confirmed that Cheltenham Ladies' College had paid their membership for 2020 but not yet for 2021.

b. Branding.

The new Logo has been received with a positive response. The Social media accounts have been upgraded. SB and SH are working on the remaining items including letterheads and business cards.

4. Updates.

a. Events.

The availability of St Philip and St James' Hall will identify the programme of meetings.

b. Campaigns.

Trustees previously agreed the three main campaigns as the Town Centre, Streets and Pavements, and Recycling and Bins.

We need to work on both high and local levels building up a database of our activities. This will allow us to track what we are achieving.

Actions:

- Formulate a campaign matrix to track and manage campaign issues and provide visibility: HC
- Establish a website page to raise a concern: SB
- Create case studies highlighting concerns for Our Town: PS/SB

c. Highways and Pavements. The County Council Highways Department has agreed to set up a meeting with the Chair to discuss, amongst other things:

- Contacts and transparency to ensure they can be reached appropriately.
- Contract and contractor management.
- Site supervision and quality control checks.
- Trees - pruning and management, and cutouts/surrounds.
- Pavement repair policies and priorities.
- Tarmac infills and reinstatement. GCC Streetworks register to be shared.
- Removal of barriers, sandbags and signage.
- Minimisation of street clutter.
- The alleged resiting of listed lampposts from Lansdown Road (close to junction with Shelburne Rd) to Lypiatt Road.
- Boots Corner.
- How we can cooperate.

d. Refuse Bins. Gloucestershire Civic Societies sent letters to the Chief Executives of GCC, Ubico and their respective local authorities including CBC. Unfortunately, the letters went direct from GCS to the CEs but the Chair will be addressing the issues raised with CE CBC personally. Issues include the return of bins from the streets to homeowners' property when emptied, screening and hiding bins to minimise visual blight, commercial waste skips in alleys and public domain.

e. Membership

CCS is a wealthy society that is fortunate enough not to rely on membership subscriptions for its funding but we have a mandate for speaking for a much wider audience including local groups, parish councils and residents' associations so it was agreed to represent 'supporters' rather than members. Picnic in the Park on Sunday 22nd August will be a good marketing opportunity for the Society to discuss campaigns and signpost people to groups if they are interested. Simple cards/pamphlets to be drawn up for marketing purposes. Investigate acquisition of sail banners and a branded gazebo: AB/SB/SH/HC

f. Planning Forum

Members are analysing their activities and responses to ensure they are material and relevant. Case studies will be published in *Our Town*. PS/SB

g. HODs

All events confirmed for Cheltenham Heritage Open Day 2021. The publicity brochure has been published and the pdf will be uploaded to the website next week. There is a full programme of 52 open buildings/tours, walks and talks most of which need to be booked. Tickets can be booked from Monday 2nd August at The Suffolk Anthology Bookshop. The launch was on Tuesday 20th July at 5.30.p.m. at Cheltenham Croquet Club. Neela Mann has secured a table for HODs at Cheltenham Farmers' Market on Friday 13th August. We will be using that for publicity and SB will provide spare copies of *Our Town* to use. Phil has also offered us a table at Picnic in the Park in Montpelier Gardens on Sunday 22nd August which we'll use as publicity for HODS.

5. Any Other Business.

CA talked about Sharepoint, a central store of our information. Information on the old system has been transferred and Sharepoint should become the central place to look for files. Individuals need training in the system: CA

We have outstripped the free level of our Dropbox so need to invest in a wider level. SB to liaise with Phil Collins.

6. Date of Next Meeting The next meeting will be held in the first or second week of August, the date will be confirmed.

Agreed dates (all are Mondays) for future meetings of the Executive Committee during 2021 and 2022 are

13 September

15th November

10th January 2022

The Annual General Meeting is planned for Wednesday 6th April 2022