

EXECUTIVE COMMITTEE MEETING : MINUTES

Registered Charity no. 1166580

- Date:** 13th September 2021
- Venue:** Parmoor House
- Present:** Andrew Booton (AB – Chair), Peter Sayers (PS – Vice Chair), Mike Richardson (MR – Secretary), Claire Attenborough (CA – Treasurer), Steve Bryson (SB), Tess Beck (TB)
- Apologies:** Hugh Curran (HC), Sarah Harvey (SH)
- Next Meeting:** 5pm Monday 15th November 2021
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Action

1. Introduction

The Chair welcomed the trustees to the meeting and thanked everyone involved in the recent events. Feedback from the Welcome Back event has been positive. Members enjoyed the event although we have no more volunteers so far. He thanked Sarah Harvey and her team for the HODs programme – the walks were all sold out very quickly and there has been good feedback from the venues. Thanks also to members who manned our stall at the Cheltenham Arts Society event on Saturday. The new logo and ‘Our Town’ colours stood out and the branding is coherent. Agreed Comms will write to the Arts Society congratulating them on the event and suggesting it might be run again in future. SB

Neela Mann has suggested we could arrange a series of monthly walks throughout the winter months focusing on a particular topic (e.g. Modern Architecture in Cheltenham).

AB/NM

2. Minutes of the meeting held on 12th July

The minutes were approved.

3. Matters arising

- 3.1 **Update on Finance.** CA presented an Income and Expenditure account for July to September. Rental income continues, the main expenditure continues to be running Parmoor House. We have a healthy balance in our account.
- 3.2 **Update on Parmoor House.** Strong interest in the house has been demonstrated by the uptake of viewing opportunities arranged by Savills.
- 3.3 **Update on the Civic Society Logo.** The new Logo is now being used on all

material and feedback has been excellent. Changes to the draft Business Cards were agreed. The aims statement “Caring for Cheltenham: architecture, heritage, environment, vitality” was adopted. SB

- 3.4. Material for the Trustees’ Annual Report (TAR) to the Charity Commission is being collected. The report must be submitted by 31st October. AB/CA/MR

4. Updates

- 4.1 **Events.** The programme of talks up to December is detailed in the current edition of *Our Town*. January to April events will be in the next edition. We can get access to Pip and Jim’s from 7 p.m. so will open for members at 7.30 for a 7.45 start. We will complete tidying up and leave the building by 9 p.m. Tickets for these events will be organised through Eventrite. There will be some places available on the night but most will be prebooked. TB

There are two evening in the New Year without speakers booked. Suggestions needed before end of Nov for publication in *Our Town* in Dec. ALL

- 4.2. **Campaigns.** SSG is making headway with Gloucestershire Highways Area Manager, the Cheltenham Highways Manager and CBC Townscape Manager. One key concern is tarmac replacing pavement slabs all over the town – Cambray Place is a good example. Both CBC and GCC appear to have different solutions, neither linked to the other so we may be able to help bridge the gap by, for example putting proposals in the public arena. HC

Infill on the Promenade. Everyone acknowledges that there should be no tarmac infills. Ringway will replace the infills they have done but not those left by Amey. A suggestion that the Civic Society should contribute up to £2,500 from a legacy donation towards the cost of Amey’s share, subject to conditions, was agreed by the meeting. The conditions are for the work to be completed by 31st March 2022 (FY end), that there are no future tarmac infills other than for emergencies and if any more paving stones are replaced with tarmac over the next five years, we will demand our donation back. HC

State of Town. Visitors to the Promenade event commented on how grubby Cheltenham is getting. We need to reinvigorate the Safer Streets Group beyond. TB offered to lead this in the absence of others. TB

- 4.3 **Comms.** SB has created master files of newsletters. One is pristine copies, the second is a ring binder for researching and the third is SB’s own copy. We will keep a small number of spare *Our Towns* for distribution at events. The Website is up to date. SB is the ‘catchall’ for Emails sent to the old address. The next *Our Town* will include an article by an academic on methods of heating old buildings in times of climate change. SB

- 4.4 **Planning.** Next meeting is on 21st September. Judie Hodsdon is joining as an observer. The Government’s planning legislation is likely to be revised withdrawn but Permitted Development is likely to stay. PF would benefit from members with highways, architectural and planning experience. PS

- 4.5 HODs. As of Monday 13th, most walks and talks are fully booked with waiting lists. The first weekend went very well with good attendance at all events.

We have worked with the trustees At Holst Victorian House an they are hosting the self guided walks leaflets for members of the public to collect. We also have the self guided walk around some of the TURF member restaurants around town who have copies of the walk as well as posters of who lived here at the front of their buildings

Since Tuesday 7th I have been dealing with bookings for tickets so it's been busy but also very useful top speak to so many people. I'll present a full report at the next meeting. SH

5 Listed Building Photography Project

We need to finalise a methodology to ensure that all buildings are captured while avoiding too many people duplicating work undertaken by others. A coordinator for this is required. ALL

6. Contact with Schools.

Neela Mann has suggested we speak to the Heads of Geography and History in the secondary schools to find out how we can help with their curricular activities in order to raise CCS' profile and gain younger members. 'Wanted' notice to go in Dec edition of Our Town for this and other coordinators. SB

7. Any Other Business

7.1 Requests for Grants

We had a request for a grant towards the installation of railings outside a private house in Clarence Square. The meeting confirmed our policy of giving a letter of support but no grant unless there is a demonstrable public rather than private gain.

7.2 Meeting Rooms

The Fire Station has space available for voluntary groups to meet. MR

8. Date of next meeting

Monday 15th November 2021 at 5pm in Parmoor House.

The agreed date for the first meeting in 2022 is 10 January 2022.

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