

EXECUTIVE COMMITTEE MEETING : MINUTES

Registered Charity no. 1166580

Date: 14th March 2022

Venue: Parmoor House

Present: Andrew Booton (AB – Chair), Peter Sayers (PS – Vice Chair), Mike Richardson (MR – Secretary), Claire Attenborough (CA – Treasurer), Hugh Curran (HC), Steve Bryson (SB), Tess Beck (TB)

Apologies: Sarah Harvey (SH)

Next Meeting: 5 p.m. Monday 16th May 2022

ITEM	ACTION
1 Introduction The Chair explained that the purpose of this meeting was to update arrangements for the Annual General Meeting (AGM) and the current position on the sale of Parmoor House.	
2 Minutes of the meeting held on 10th January The minutes were approved. There were no matters arising.	
3 Finance	
3.1 The Treasurer presented the Income and Expenditure for the current financial year and also a Profit and Loss and Balance Sheet for the Financial Year 2021.	
3.2 The loss of income caused by the drop of Room Hire due to Covid was noted. Pre Covid we would expect room booking to be worth £15,000 per annum.	
3.3 The cost of Newsletters is shown on the Profit and Loss Account as £6,305.94. This figure will be checked in case other items may have been included under this heading	CA/SB
3.4 The Treasurer asked that any other questions on the accounts should be sent to her by email.	

ITEM	ACTION
<p>4 The Annual General Meeting</p> <p>4.1 The meeting will be held in Harwood Hall, Christ Church, Malvern Road Cheltenham GL50 2JH on Wednesday 6th April at 7.30 p.m. The Agenda and supporting papers must be sent to members on Tuesday 22nd March.</p>	<p>AB/CA/ HC/MR</p>
<p>5 Updates</p> <p>5.1 The Minster Gardens The meeting agreed that we should grant £250 to get the Friends of the Minster Gardens group going.</p> <p>The Society will be running the inaugural meeting on 23rd March but the Friends will be an independent organisation, not a subset of the CCS.</p> <p>To publicise the meeting 200 leaflets will be sent to Latherham House and John Dower House, also to Lifestory. CCS members will be informed together with other organisations</p> <p>Cheltenham Arts Council will inform their members and SSG will contact the managers of shops which back onto the Minster. Cheltenham History Society will send out an email and The Library will take leaflets.</p> <p>A quotation is required for Public Liability Insurance for the Friends' Group.</p>	<p>HC</p> <p>CA</p>
<p>5.2 The Clarence Fountain (Boots Corner) CBC asked the Society to give a formal endorsement of the Clarence Fountain plan to be installed at Boots Corner. This was not given as this is a poor solution for the area and reinforces the lack of a proper Town Centre Masterplan. We will make a press statement that we do not endorse the Council's plan as Cheltenham needs a proper plan for the whole area.</p> <p>This is the second time CBC have approached us which shows they see CCS as an arbiter of good quality and community leader. This is a campaign opportunity to encourage action on CBC's 2017 Town Centre Vision.</p>	<p>PS/SB</p>

ITEM	ACTION
<p>5.3 Lansdown Industrial Estate Savills have agreed to check our figures and assumptions which we will then put out to every CBC Councillor, the Victorian Society, the 20th Century Society, AIA and Chester Civic Society, as the site is owned by Chester Borough Council. Our message will be that we are not content with the outline planning area but we are offering a better idea for the reuse of existing buildings. SB will circulate a draft leading article for the Echo.</p>	
<p>5.5 Comms We need more articles and more contributors to OurTown. The website has been updated but there is more information to load including advance notice of events.</p> <p>We will use Our Town to ask for volunteers to review the website and suggest improvements</p>	SB
<p>5.6 Events SH is liaising with Harrison Clark Rickerby's Great War Crosses. TB has offered to assist. HC will follow up for corporate membership.</p>	SH/TB
<p>5.7 HODs Issues have been covered in the minutes.</p>	
<p>5.8 Planning Forum Issues have been covered in the minutes.</p>	
<p>5.9 Other Updates The Plaques Officer has resigned but will complete the Blue Plaque and Green Plaque for the Quaker Burial Ground.</p> <p>The Blue Plaques Book is out of date. We will suggest the formation of a small group to carry on this work through OurTown.</p>	NM SB
<p>6 Other business</p>	
<p>6.1 Ukraine The meeting examined whether there is a role for the Society in co-ordinating the location of flats and houses available for rent through the estate agents and charitable organisations but it was felt that this was not core business.</p>	HC

ITEM	ACTION
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7 **Date of next meeting:** Monday 16th May 2022 at 5pm

Agreed dates for future meetings (all on Mondays) during 2022 are:

18th July 19th September 28th November

The Annual General Meeting will be held on Wednesday 6th April 2022