

Meeting Note

Clay Farm Community Garden Steering Group

Held at: The Public Shed, Community Gardens, Clay Farm

17 August 2018 11:30 – 14:30

Attendees

Guest:Katie Thornburrow (KT) – Elective Councillor for Streets & Open Spaces (from 12.15pm)

Lisanne Doran (LD) – Lead Gardener/artist

Carol Holloway (CH) – Local Resident

Ian Storr (IS) – Local Resident

Dave Fox (DF) – Local Resident

Carol Wright (CW) – Local Resident

Dominic Halford – Local Resident

David Malia (DM) – Open Spaces Officer, Growth, Cambridge City Council

Paul Gibbs (PG) – Director, David Jarvis Associates/Landscape Architect

Jo Clark (JC) – Associate Director (Planning), Countryside Properties

Danny Clark (DC) – Senior Technical Manager, Countryside Properties

Guy Balmford (GB) – Graduate Trainee, Countryside Properties

Apologies

Mel Shute (MS) – Headteacher, Trumpington Park Primary School

Naveen Sedley (NS) – Local Resident

Sarah Tovell (ST) – Cambridge City Council

Cate Gatti (CG) – Local Resident

Distribution

All present, plus those who sent apologies

1.	Actions from last Meeting	Action
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	Outstanding items to be completed prior to the next meeting.	ALL
2.	Update; Work on Site	
	<p>Contractor Update</p> <p>EJ Taylor have some minor works left on site.</p> <p>A new contractor, Group Bridge have been appointed for the pending works.</p>	-
	<p>Footpath Material Issue</p> <p>CH - Footpath material leading to the Public Shed is currently not suitable for use during the wet weather and with winter coming needs to be addressed. Plantstyle to be consulted.</p>	PG / DC
	<p>Gas Main Easement Clarification</p> <p>DC is to clarify the gas easement width with Cadent but to work to 15m for now.</p>	DC
	<p>Poly Tunnel</p> <p>The polytunnel is being stored on site. DC is to confirm the date it is to be erected (First Tunnels pencilled in to erect early September). This is dependent on the haul road being removed, and import of soil.</p>	DC
	<p>Material Storage/Land to West of Hobson Avenue</p> <p>Currently an issue with the access for the delivery of materials on to site due to the boundary being defined by tree planting. Only gap is currently on the gas easement and therefore is out of bounds. A temporary solution is to be agreed after the meeting, hopefully on land West of Hobson Avenue.</p> <p>Headway's current garden is due to close in the 1st week of September, they will be donating items to support the community garden and require a place to be stored. Also Headway's course is due to start on site in September</p> <p>DC to speak with Plantstyle regarding stone removal.</p>	/LD
3.	Consultation	
	<p>Launch of Consultation</p> <p>The consultation launch has been delayed for various reasons and is now due to be in October. At the moment work is being focused on how to involve others and what events should be organised.</p> <p>The 'About Clay Farm Community Garden' leaflet was distributed to all present. Leaflets will continue to be distributed, including to sales offices, and the date of the launch will also be circulated once confirmed.</p>	CH

	<p>Documentation</p> <p>Councillor Thornburrow suggested that the consultation be recorded for the planning application and potentially as a model. This will allow for all stakeholders to learn from the process.</p>	ALL
4.	<p>Building Design, Location and Allotment Storage</p> <p>Low Level Tool Box Query</p> <p>DM provided an update on the tenancy agreement for the allotments which will state no storage on plot, so a small number of communal boxes would be acceptable.</p> <p>DM and KT are to organise a meeting with DM team to discuss the issue relating to individual tool boxes for each allotment. The answers to the questions below are to be clarified.</p> <ul style="list-style-type: none"> - Can the objection to the low-level tool boxes be explained? - What is the process to change the policy relating to the matter? <p>KT hopes to resolve this matter quickly.</p>	DM/KT
	<p>Building Location</p> <p>Circumstances have changed since the original plans were prepared indicating a building in the North East corner of the garden site. CH would like the building to be moved South.</p> <p>Key reasons for the change in location to the original illustrative masterplan are:</p> <ul style="list-style-type: none"> - Ease of access for the allotments - Shadowing issues - Countryside housing does not have its main windows facing the garden (which the CALA ones do). - Site restrictions have changed <p>PG – vehicular access could be an issue.</p> <p>It was agreed the building location should form part of the public consultation.</p> <p>Application for Building March 18</p> <p>KT advised that the allotments should be handed over by the New Year.</p>	
	<p>Timescales</p> <p>KT to meet with DF to discuss low level tool box query.</p>	KT/DF

	Application for Building March 18 KT advised that the allotments would be handed over by the new year.	JC
5.	Ongoing Community Engagement	
5.1	LD's role is to be extended, with the aid of Countryside funding.	
5.2	£35,000 left in the Public Art Budget for Nils Norman's work of which the Community Garden Steering Group feel £20,000 is required for LD's work. DF said the budget/works should cover not only the community gardens but allotments too, and should draw people in that direction.	DF
5.3	Andy Robinson to be invited to the next Steering Group Meeting.	JC
6.	AOB and Date of next meeting	
6.1	DM to supply JC/PG with information relating to chicane design. DM to check if the Cambridge cycling Campaign had been consulted upon.	DM
6.2	KT - ambition for the Community Garden to be an award-winning scheme, thus the process from initial consultation to completion should be well documented to supplement any submission emphasising relationship between all stakeholder's present.	ALL
6.3	Visit to Peterborough's Community Garden 'Green Backyard' to be arranged.	LD
6.4	DF suggested a visit to Foster Allotments. KT suggested bins and cycle racks are needed on the community garden site.	DF
	Next meeting to be held 28/9/2018 11:30	ALL

Countryside Properties