

Clay Farm Community Garden Steering Group

Meeting minutes

Held at: Clay Farm Centre

15 March 2019, 11.15am – 1.30pm

Attendees

Mark and Nicky Saragossi (Neighbours of Clay Farm Community Garden)

Sarah Tovell (Cambridge City Council)

Dominic Halford (Church/Clay Farm Centre)

Carol Holloway (Outgoing Chair of Garden Group)

Katie Thornburrow (Ward Councillor)

Jo Clark (Countryside Properties)

Paul Gibbs (David Jarvis Associates)

Dr.D.Newcombe (Trumpington Residents' Association and Trumpington Allotment Garden Society)

Apologies

Carol Wright (Local Resident and ongoing Treasurer of Garden Group))

Ian Storr (Local Resident)

Minutes

Number	Minutes
1.	Introductions
2.	Steering group – members, function, meetings.
2.1	<p>Steering group members. Steering group was reformed from this meeting onwards. Representatives from residents and interested local groups were invited to attend - representatives of all official groups in the neighbourhood, who want to be involved:</p> <ul style="list-style-type: none"> • Neighbours of Clay Farm Community Garden • Trumpington/Allotment Society • Trumpington Residents' Association • Church/Clay Farm Centre • BPHA Housing rep • Garden Group • Other neighbourhood societies/groups (list to be provided by Community Development Team) • Countryside Properties • Cambridge City Council <p>Carol Holloway informed the meeting that no-one has come forward to be Chair or Secretary for the Garden Group. The AGM on 15th April will be asked to discuss this and how the Garden Group will proceed without these Officers. It is likely that the summer Garden Parties will continue as there are people able to coordinate and organise those and Carol Wright will continue as Treasurer, so the bank account can be managed. She will continue to be a rep on the Steering Group in this role for the Garden Group.</p> <p>There is a need to capture all groups in the neighbourhood to have a wider representation:</p> <ul style="list-style-type: none"> • Trumpington Community College • Trumpington Park Primary School (previously represented on Steering Group) • Foster Road and Clay Farm allotments, (previously represented on Steering Group) • Other residents and Garden users in Clay Farm area and wider Trumpington It was thought that Virido, Baker Lane (Bovis) and Abode parts of the developments are in the process of forming their own local Residents Groups and these should be invited when in

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	action.
2.2	<p>Steering group function is to provide a forum where Countryside Properties, Cambridge City Council and representatives of local residents and groups will come together to make decisions regarding Clay Farm Garden. It will be used as a conduit to steer the development of the site. Countryside Properties attend until the site is adopted by CCC and there are no outstanding issues. Decisions will be made by consensus.</p> <p>It was agreed that one representative per group would attend the steering group meetings to enable the group to work effectively.</p> <p>Mark Saragossi outlined residents' frustrations and advised that a residents group has been set up for those neighbours who live in the immediate vicinity of the Garden. 60 houses have been contacted prior to this meeting, and received responses from 19. Views expressed at the steering group reflect the consensus view.</p> <p>Mark stated the group was formed in response to Countryside and Cambridge City Council's edict that it was a closed meeting and that only representatives from groups could attend.</p> <p>Sarah explained that the steering group had never previously been an open forum, and in order for the group to work effectively , this was deemed to be the most sensible way forward, having discussed with Countryside and others.</p>
2.3	Meetings of steering group to be held every 2 months during the day, as it suits majority of attendees at the moment and this was agreed by all present. This could be reviewed if required at a later date.
3	Issues raised.
3.1	There has been a lack of communication with local residents regarding the Garden. Everybody agreed that if local residents were advised about what was being done in the Garden, there would not be so much concern from their side. There is also a need for residents to know clearly what is still open for negotiation and discussion and what is a "Red Line", i.e. non-negotiable. Countryside Properties will be erecting notice boards either side of the road where information will be published about what is happening in the Garden and why.

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3.2	<p>The community building is a part of bigger strategy. All new allotment sites have community buildings to support them. Building location and design has scope to be discussed but not the principle of having a building or not. It must reflect Cambridge City Council capability to maintain it.</p> <p>Must be clear on “red lines” or fixes to assist design work.</p> <p>It was discussed that the current container shed location, should be considered as a viable alternative to the north-east location currently outlined in draft plans.</p> <p>ST and JC advised that the north-east corner still makes sense in practical terms and the ‘Clay Farm Allotments and Community Gardens Proposal (2010) remains a key factor.</p>
3.3	<p>Structure of the garden. Mark Saragossi expressed a view that right now parts of the Garden are not very attractive and it is unclear what the purpose and plan is regarding the current gardening on site. He suggested that maybe prototypes/exemplars could be introduced to show residents various options that could be included in the permanent garden and people could express views and offer ideas. This would give more sense of purpose to the work being done and involve people in thinking about the future in a constructive way and potentially get people excited about what could be on the Garden. The group thought this was a good idea.</p> <p>It was suggested by Jo Clarke that when the plans are drafted, the main Garden structure can be laid out for people to walk around and comment on it.</p>
3.4	<p>Mark Saragossi advised that polytunnel is the main issue for the residents.</p> <ul style="list-style-type: none"> • Not enough consultation with residents before putting it in. • Polytunnel is way too big for the small amount of plants needing to be propagated. • It hasn’t been used for the purpose for which it was built. It is serving as storage right now. <p>Steering group agreed that the polytunnel needs to be used for more than storage. It was suggested that Jo Clark discuss with Lisanne Doran. The steering group would like to see a plan for use of the polytunnel and some purposeful propagation being undertaken by the next meeting. If this requirement is not met, a recommendation whether to leave it or take it down will be made at the next steering group meeting.</p>

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3.5	The cycle path through the Garden was discussed by steering group and agreement was reached, that Katie Thornburrow will take a lead on coordinating efforts to re-direct the route via the road to the north, with only a footpath through the gardens.
3.6	Public Art: there is a strategy to provide public art within the community gardens with artist Nils Norman (responsible for bird hides, bridges across Hobsons Brook etc), He has designed some entranceways for the Garden. These are to be presented to the Public Art Steering Group for approval and their recommendation will be set out at the next Community Garden Group Steering Group.
4.	<p>Other Points:</p> <ul style="list-style-type: none"> • ST to contact schools and fix meeting if possible around when they are able to attend, as the group felt this was important. • ST to update all Ward Councillors, circulate minutes. • ST to draft Terms or reference for the group. • ST to draft constitution • ST to draft rules of governance (pre and post development) • JC and PG to present revised garden and building designs at next steering group for discussion, based on outcomes from the consultation and open meetings. • Countryside to install noticeboards either side of the road, to enable better communication as to the gardens. • JC to discuss with Lisanne the polytunnel, suggestions for creating prototypes/exemplars and use of notice boards to explain what is happening on the Garden to passers by. • Countryside to instruct landscape contractors to sow green manure on the west side of the Garden to improve appearance and soil structure in the long term.
5.	Next steering group meeting 14th June 2pm at Clay Farm Centre