

**Minutes of Committee Meeting held on Monday 8 April 2013 at 6.00 pm at  
Hundred Houses, Scotland Rd**

1. **Present:** Valerie Cutting (Chair); Michael Bond (Treasurer); Ken Turner; and Ian Manning
2. **Apologies:** Clare Blair and Clive Brown
3. **Minutes:** The minutes of the Meeting held on 4<sup>th</sup> March were confirmed as a true record and there were no matters arising not on the published agenda.
4. **Constitution and Standing Orders Review 2013:** Michael presented a brief report that recommended no changes to the Constitution and minor amendments to the Standing Orders of the Association, the main changes being to remove the requirement to hold meetings of the Management Committee at St Andrew's Hall and to provide for a situation in which there was no immediate replacement for a retiring honorary officer. These were approved.
5. **Taster Evenings and Future Events.** The March 15 event featuring Relaxation and Yoga proved very enjoyable but attendance suffered from poor weather and being head to head with Red Nose Day.

The seminar on photography on 27 March from 10-3pm at Hundred Houses was very successful with participants getting a great deal out of the event.

Detailed arrangements were agreed for the meeting at 7.30 pm on 18<sup>th</sup> April featuring a presentation by Cathryn Rutangye of Cambridgeshire County Council on future plans for Milton Road Library and an update on progress on other developments of community facilities in Chesterton. Michael would put around a flyer locally to St Andrew's Hall to encourage attendance.

The CCA Annual Meeting to be held jointly with OCRA would feature the new station as the main discussion topic. The formal business of the two associations would be conducted separately. The business meetings would start at 7.30 pm with doors open at 7.

6. **A Year in Photographs:** Ken updated on progress on processing photographs. It was agreed that he should use PowerPoint as the platform for displaying the images electronically and Ian would knit together the PowerPoint display with the text database that Ken was preparing for titles and captions in May. The Committee agreed that displaying the images with titles above and captions below would provide a clearer exposition for people of all ages and eyesight conditions. It was also agreed that

**A local charity**

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a selection of an image from each month should be made and displayed at Chesterton Festival.

7. **Village Sign:** ZVI the new owners of Elizabeth House had confirmed their interest in ensuring that the village sign was produced and located in the preferred site. The drop-in consultation session on 11<sup>th</sup> March on the new proposals to erect a new teaching facility in front of Elizabeth House had attracted quite a few people who were mostly supportive of the proposals.
8. **Chesterton News:** The sixth edition was published on 15<sup>th</sup> February and was being distributed. Deadline for the next edition was 1<sup>st</sup> May and it would include the Chesterton Festival programme. Advertising revenue continued to be buoyant and looked likely to cover the net costs to CCA of production and operational overheads of Chesterton News in 2013/14.
9. **Community Facilities in Chesterton:** The proposed single storey extension to the front of St Andrew's Hall which would provide a community cafe facility was still at the pre-planning stage. Tristan Rees Roberts, the architect of the Hall was now on board and had produced a new design that created a second bay on the front of the hall rather than a flat-roofed extension.

There had been no further progress on other local projects.

10. **Treasurers Report:** The treasurer presented the profit and loss account showing full-year figures for 2012-2013, income and expenditure to date this year showing an excess of income of £665.00 comprising an increase on restricted funds of £810.67 and a decrease in unrestricted funds of £145.67. The Treasurer had now apportioned overhead costs in respect of insurance and telephone to ongoing restricted fund projects, Newsletter and Programme, as these represented the only regular income for the Association. At the year end the Association held funds totalling £3,184.55 of which £1,759.49 were Unrestricted. The Treasurer would be reporting to grant funders following approval of the year-end report and requested photos of CCA events to be sent with those reports.

The draft Annual Report was presented for comment and approval. Any amendments or additions needed to be notified by 14<sup>th</sup> April as the report would need to be published with the papers for the Annual Meeting no later than 24<sup>th</sup> April.

11. **Future meeting dates:** to note the following Committee meeting dates for 2013: Tuesday 14<sup>th</sup> May (avoiding the early May Bank Holiday); Monday 3<sup>rd</sup> June and Monday 1<sup>st</sup> July all meetings starting at 6 pm at 100 Houses offices in Scotland Road. AGM to be held on Thursday 17<sup>th</sup> May, 7.30 pm at St Andrew's Hall.
12. **Other Business:** There was no other business.