

# Minutes of the Annual General Meeting of Sustainable Cottenham

Held via Zoom at 7.30pm on Wednesday 16 March 2022

Present: Chris Ward (Chair and Trustee), Jane Heath (Co-Secretary and Trustee), Catherine Burch (Treasurer and Trustee), Vicky Lacey (Trustee), Clare Adamson, Glynis Pilbeam, Peter Pilbeam, Justin Hiscock Co-Secretary and Trustee).

Apologies for absence: Heather Scicluna, Mardi Sutton, Adam Mills

1. **Approval of Minutes:** Approval of the minutes of the AGM of 9 March 2021 was moved and unanimously approved.
2. **Chair's Report:** Chris Ward opened the meeting, the second as a Charitable Incorporated Organisation. Her Trustees' report had been previously distributed to all members, and covered membership (up from 20 to 31, with many event volunteers) and the varied activities of the group:
  - a. Eco Eats. Driven by Jane Heath, with a number of outside and local agencies the first event took place in September, attracting 180 visitors. The next event will take place at the Fen Edge Family Festival on the village green in June 2022.
  - b. Cottenham Connected. Through the period of lockdowns 3 Sunday Socials were held, attended each time by 30-40 people ranging in age from 4 to 90 years old. However Covid disrupted the schedule, and also has left the principals involved unlikely to be able to continue the scheme at present. If no replacements can be found, funding may have to be returned.
  - c. Nature Recovery Group. With John Loveluck and in co-operation with a number of local agencies the group has already sown wildflowers on the green, improved wildflower life on the WARG field on Histon Road and started a pond there. They have also improved pathways at Fen Reeves.
  - d. Plastic Free Group. This longstanding group, in association with 'Surfers Against Sewage', continues to raise awareness of the problems of single use plastics. Fen End Farm has been made the first Plastic Free Business Champion.
  - e. Litter Picks. We have continued with some Litter Picks through the pandemic. An audit of the summer event showed that the most common litter was from Red Bull, Lucozade and Coca Cola. Peter Pilbeam and Justin Hiscock volunteered to run the next litter pick on 23 April.
  - f. The Chair's report was unanimously approved, and will be submitted to the Charities' Commission.
3. **Treasurer's Report;** Catherine Burch gave details of the financial situation of Sustainable Cottenham, the detail of which had been previously distributed to members.
  - a. Total funds: £6905.86
  - b. Eco Eats funds: £2396.78
  - c. Cott Connected funds: £3841.32
  - d. Unrestricted funds: £ 667.76
  - e. Further funds were granted for purchase of furniture to accommodate elderly and infirm villagers at the new Village Hall, which has been completed. We need to find a way to identify and credit the source of that furniture.

- f. Restricted Cottenham Connected funds may need to be returned to source if the scheme cannot continue.
  - g. Additional income may be added to the unrestricted fund (for insurance etc) from activities at FEF.
  - h. The Treasurer's Report was approved unanimously, and will be submitted to the Charities' Commission.
4. **Trustees:** According to our Constitution one third of our Trustees must resign each year. They can be re-appointed. Jane Heath stood down as a Trustee. Vicky Lacey and Jane Heath were both nominated as Trustees, and unanimously approved. Jane was re-appointed as Co-Secretary.
5. **Policies Review:** Our existing policy documents on the safeguarding of children and adults, on equal opportunities and on data protection and privacy had been previously disseminated to members. After brief discussion they were approved as still being effective without alteration.
6. **Looking ahead:**
- a. Litter Pick. After some discussion Peter Pilbeam and Justin Hiscock agreed to run the next litter pick on 23 April 2022. Clare Adamson will try to give it emphasis as a Facebook event. The Cycle Path Tidy last autumn had been poorly attended and will not be offered this spring. 'Sunsips' on Histon Road are making good efforts to keep the road and cycle path clear.
  - b. Fen Edge Family Festival. The SusCott stand will be part of a new 'Ecozone' tent and we are helping FEF to attract other eco organisations and traders to be represented. We are looking for displays reflecting our main themes (climate change, Eco Eats, Nature Recovery, Plastic Free) that will be interactive, lively and family friendly. Cookery demonstrations are already organised but further suggestions are needed. Volunteers to help on the day are also required. Increased numbers of reusable beakers are ordered to reduce the cleaning workload.

The meeting closed at 9.15pm.

Justin Hiscock

Co-Secretary