



SUSTAINABLE COTTENHAM
Minutes of Management Committee Meeting
held at 19.30 on 14 June 2023 at 11 Margett Street



Present: Chris Ward [chair], Vicky Lacey, Catherine Burch, Jane Heath, Alison Gascoigne, Justin Hiscock
Apologies: Beth Fleetwood, Peter Pilbeam

		Action						
1	Minutes of last meeting, 24 May 2023 Agreed as correct.							
2	<p>Financial Report A financial statement of income and expenditure was noted. Total of current funds held as at 17 April '23 [bank balance plus cash] is £2604.89.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Unrestricted funds</th> <th style="width: 33%;">Restricted - Cott Conn</th> <th style="width: 33%;">Restricted - Eco Eats</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">£811.96</td> <td style="text-align: center;">£445.37</td> <td style="text-align: center;">£1,347.56</td> </tr> </tbody> </table> <p>£70 re hall hire paid out since last meeting, thus unrestricted funds balance now <u>£741.96</u>.</p>	Unrestricted funds	Restricted - Cott Conn	Restricted - Eco Eats	£811.96	£445.37	£1,347.56	
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£811.96	£445.37	£1,347.56						
4	<p>Reports from Sub-Groups</p> <p>5.1 <u>Nature Recovery</u>: Mardie Sutton is acting as secretary. The group meets on 26 June and will consider rotating the chairing role around different group members.</p> <p>5.2 <u>Eco Eats</u> - Jane reported setbacks meaning we need to take stock of the project overall and how best to proceed. Cambridge Sustainable Food can no longer work with us on planned community meal/quiz; and collaboration with Adult Learning is on hold as no tutor could be found for a cookery workshop in their Autumn programme. Vicky suggested food waste as an issue which is less sensitive or confrontational than diet change. A major problem for the Shared Waste Service as so much food is wrongly thrown in black bins. SWS can offer bin stickers and kitchen caddies. ReCap has a Fight Food Waste campaign from July to Dec. This campaign will be supported with a Cambs-wide focus by SWS. Vicky to share posts/info for SusCott to promote. Currently EE is ring-fenced as a finite project with a dedicated budget. Jane suggested in time it should be absorbed as an ongoing part of SusCott's work. Action - EE Working Group to meet soon to review project. Vicky agreed to join the group.</p> <p>5.3 <u>Plastic Free Group</u> – Running a Mass Unwrap event is looking more feasible. SAS has reopened its support/resources [Jane attended SAS webinar on how to organise an MU]; and we have link with new Coop member pioneer, Noamh, who is supportive. Offers of help – Beth, Sandra [if available at time]. Shared Waste Service can provide leaflet on recycling, if wanted. Action – to assign lead role to a group member and start planning in autumn for a spring [April onwards] event.</p>	<p>Vicky</p> <p>Jane – set date</p> <p>Discuss at next meeting</p>						
5	<p>Energy Drop-in Event Tues 19th September at the Community Centre, 5.30 -9.00 Collaboration with Cottenham Community Centre. Organising group – currently Mike Smith for CCC, Chris, Jane. Beth willing to join. Vicky can take on limited role re social media. Enlisting organisations to attend will start shortly. SusCott to run a stand demonstrating insulating materials, as previously. 'Better Housing Better Health' confirmed. Nicole Barton, CCF & HISus, suggested as good contact with relevant expertise [eg recent Eco Fest in Histon]. The big challenge is how to attract more people than at autumn Drop-In. Later timing suggested ie 5.30-8.30 [subsequently revised to <u>5.30-9.00</u>]. CC to run bar; plus free</p>	Jane [& Mike]						

	teas/coffees as before. Approach Coop for nibbles. Alison suggested a pizza discount offer with the Chequers – Chris agreed to sound out the publican Greg Mould.	[Mike] Chris
6	<p>Clothes Swish</p> <p>At Village Hall, free use of venue offer extends up to end of March. A Saturday in Jan/Feb/March was decided on, after weighing pros and cons of September vs new year. Vicky is lead; Beth can help. 20-30 volunteers needed on day.</p> <p>Clothes for swapping are delivered first thing and sorted by volunteers. This leaves gap to fill before clothes selection starts. Initial idea to combine with Community Allotment for some kind of allotment visit/trail not thought practical. Agreed instead to ask CPS PTCA to provide teas, coffees etc 'while you wait', as a fundraiser for the school. Event not expected to be a significant fundraiser for SusCott.</p> <p>Surplus clothes go to charity shop; or possibly school bags scheme if timing is right.</p> <p>As the Community Allotment wanted to use event as a fundraiser, Jane would follow up with Sue Arnold re a possible grant to CA from EE budget's 'Community Groups Enabling Fund', if appropriate.</p>	Vicky Jane
7	<p>Fund raising opportunities</p> <p>7.1 Co-op Local Community Fund - Chris has applied, proposal based on activities such as Nature Recovery, Swish and litter picks. If successful, fundraising period would run Oct '23 – Sept '24 with funding distributed Nov '24. Potential to raise c. £1000.</p> <p>7.2 Clothes Swish – probably donations only on the day.</p> <p>7.3 Rotary Club Cambridge South – Chris will do application, on same lines as for Coop.</p> <p>7.4 SCDC Biodiversity Fund (Community Chest) – refer this to Nature Recovery group.</p> <p>7.5 Aviva community fund: 'Save our Wild Isles' – as suggested by Amy. Refer this also to Nat Rec group.</p>	Chris Chris ref to Mardie
8	<p>Thermal Imaging</p> <p>Last year a few surveys were done but not enough time to respond to all expressions of interest. With Rob leaving we need two new members trained in using camera. Peter Pilbeam has confirmed. Chris will include call for further volunteer trainees in Membership Newsletter [see 9.1].</p> <p>Important to advertise free survey offer and invite bookings - social media, newsletters etc and via the Drop-In.</p>	Peter Chris
9	<p>AOB</p> <p>9.1 Publicity/social media: a/ FEN and Cottenham Newsletter: suggested items - notice of Repair Café and Energy Drop-In; reprint/adapt article from latest Zero Carbon Communities newsletter on nature recovery action in Cottenham; membership/how to join; 'Take the Jump' – new online campaign for individual behaviour change.</p> <p>b/ Membership Newsletter: Chris would draft and circulate a newsletter soon. Announce dates of upcoming events; call for volunteers eg to take thermal imaging training.</p> <p>9.2 Membership – Chris has added an online membership form to the website.</p> <p>9.3 Ready-made educational 'packages' on sustainable themes – something tangible to offer to scout/guide groups. Beth can help design and/or deliver packages eg on wildlife, plastics. Laura Osborne [NR group] has led a scouts/guides session at the moat.</p> <p>Next steps are to a/ find volunteer to coordinate; b/ consult with scout/guide leaders; c/ decide on 3-4 initial themes to develop as packages.</p> <p>9.4 Repair Café: 10 – 2 Sat 24 June at Cottenham Community Centre. Vicky asked for volunteers, setting up from 9.00 am. Chris and Beth can help, Alison and Justin probably.</p> <p>9.5 Litter Pick – next date Saturday 18 November.</p> <p>9.6 Open Day for Nature – organised by NLOW, Sat 12 August 11.00 am – 2.00 pm. We can help to publicise – eg with items for newsletters.</p>	Vicky & Jane Chris Discuss at next meeting
10	<p>Date of next meeting</p> <p>Wed 27th September 7.30pm at 11 Margett St.</p>	