



CHELTENHAM CIVIC SOCIETY

Cheltenham Civic Society CIO: Executive Committee

Minutes of Meeting held 5.00 pm Monday 25 January 2021 by Zoom

Register:

Trustees:

Claire Attenborough (CA) (Treasurer)
Andrew Booton (AB) (Chair)
Steve Bryson (SB)
Richard de Carteret (RdeC)
Sarah Harvey (SH)
Andrew North (AN) (Secretary)
Peter Sayers (PS) (Vice Chair)

Apologies

Nick Symondson (NS)

Also present

Tess Beck (TB)
Hugh Curran (HC)

1. Introduction and Apologies

Apologies were received from Nick Symondson who has also indicated his intention not to seek reappointment as a Trustee at the forthcoming AGM.

TB was welcomed as a prospective Trustee.

It was noted, with sadness, the recent death of Kevan Blackadder of Cheltenham BID. The Chair has written to express the Society's condolences.

2. Minutes of CIO ExCom meeting of 16 November 2020

The minutes were **approved**

3. Matters Arising:

1. CA now has control of the main account and is addressing the closure of a secondary (old) account.
2. It was reported by SB that the contract with the old contractors had ended, but the new contractors are progressing well. There was some discussion about the prospects of getting money back from the old contractors in view of their non-performance – or at least to reclaim the VAT paid. **CA will consider the VAT point.**
3. CA is still working on ideas for reporting to Trustees on the finances of the Society and specifically whether the Xero system currently used is adequate for the reporting task.
4. CA had circulated a list of subscriptions. After discussion it was **agreed that all current subscriptions should be maintained (at least for the present).**
5. AB reported on current campaigns:

- Future of the High Street – contributing to an exercise led by CBC.
- State of Cheltenham’s pavements
- Provision of street furniture
- Enforcement
- Listed buildings (where CBC has asked for help in taking photographs)
- Recycling – led by the Glos. Association of Civic Societies.

N.B. The first three in the list above will, in due course, transfer to overview by the Successful Streets Group. Work is also going on to consider additional priorities.

6. AN reported the filing with the Charity Commission of the new version of the constitution.
7. In relation to the Parmoor House working group, there was not a great deal to report save that the working group may shortly commission a formal valuation of Parmoor House.

4. AGM planning

AN referred to the draft agenda for the AGM which had been circulated. The following was noted/agreed:

- There should be an AGM in March to be held by Zoom
- **AB will send out advance notification of the meeting date**
- **AN will draft the formal notification documents for either AB or RdeC to send to the membership four weeks prior to the AGM meeting date.**
- On appointment of Trustees the following were nominated as Trustees:
 - TB proposed by PS, seconded by SB
 - SB proposed by AB, seconded by RdeC
 - SH proposed by AB, seconded by PS
 - HC proposed by CA, seconded by PS
- RdeC intends not to seek reappointment as a Trustee
- **CA should be able to organise accounts for 2020** in time for approval at the meeting. Ideally, they should be circulated to the membership with 14 clear days’ notice.
- **AB will prepare a Chair’s report** to be circulated with the AGM agenda.
- The formal business of the meeting will be followed by a Q&A session.

5. Updates

i. HODs

SH reported that:

- Work on 2021 HODs activity is underway. The dates will be 10 – 19 September with a national theme of ‘Edible England’.
- The £2,000 grant has been received from CBC.
- A programme including walks, exhibitions and buildings not previously included is being planned.

ii. Comms and Campaigns

As above

iii. Planning Forum

AB and PS have met with Alex Chalk M.P. to discuss the Planning White Paper. They have also contacted the P.P.C. for the Lib Dems, Max Wilkinson, for his comments.

iv. Civic Awards

There are 9 nominations to judge from. The Judges will do viewings themselves aiming for presentation of awards in April. However, should it look possible that a short delay might facilitate a physical rather than virtual awards ceremony then a delay would be considered. The potential for adding a further nomination was discussed.

v. Successful Streets

HC would like to meet with CBC's representative, but this person has been unavailable owing to his Covid-19 duties.

6. AOB

- AB is seeking someone to take up Hon. Secretary duties

- Whilst HC mentioned that he was happy for his Zoom account to be used for the AGM, the meeting felt that now the Society has its own Zoom account we should use that for the AGM.

7. Date of Next Meeting

If needed, the next meeting will be held on Monday 1 March 2021 at 5.00pm Via Zoom. Otherwise, the next Executive Committee meeting will be on 10 May 2021.

The AGM will be the 17 March 2021 at 7.30pm via Zoom.
