

CCRG Meeting Notes

16th October 2023 7.30pm held at the Coddendam Centre

		Action
1.	Persons Present: David McDonnell (DMcD - Chair), Debbie McDonnell (DM - Notes), Andrew MacPherson (AMP), Tim Thomas (TT), Nick Mills (NM), Rod Stanley Bell (RSB)	
2.	Apologies: Simon Pott, Country Club Representative (Bliss Marshall)	
3.	Notes from Previous Meeting Accepted as an accurate record.	
4.	Matters Arising/Action Updates 5. – RSB work on photo album – ongoing 7. – AMP reported that there was no funding from MSDC but TCC would use residual funds from last year to fund 3 ‘Warm Space’ lunches. 9. – It had not been possible to find the website with information relating to pollution in Coddenham 10. – The noticeboard has now been added to the asset register. NM stated that a plaque is now required on the board to clarify.	
5.	Financial Report Clarification was sought regarding the CCRG budget and funding of the website. At present the website is funded by the Day Foundation (£432 – History Club and Shop) and Gardemau Trust (Church). Additional funding from MSDC and advertising has now been used. TT agreed that there had been some confusion regarding grants which had masked the lack of funds in the CCRG account. The cost of the website is £1400pa. It was agreed that a budget is required from 1 st November- November 2024. £1600 is required for the website and other expenses e.g folders. Regular income is required. It was felt that although cheaper providers might be available, our site was value for money and it would be very disruptive to change now. DMcD requested a finance meeting to discuss the budget, grants and fundraising. DMcD agreed to finance Welcome Folders in the interim. -	DMcD to arrange a meeting DM to order folders.
6.	Parish Community Plan Update, inc. Working Groups All working groups have now met except for Housing. It was recognised that a member with children looking for affordable housing in the village should be recruited to join this group. All groups have prioritised work to make goals achievable. Energy & Recycling Group – is working with Mickfield and Debenham and has support from Dave Penny. A questionnaire is being piloted. Energy generation schemes are being investigated. Green Spaces Group – new nature noticeboards, catch up maintenance after Covid. Voluntary green spaces working parties now re-established and maintenance of village footpaths prioritised Community Hub – all hubs were represented. The group accepted that the Duke’s Head will not reopen and is looking to address gaps left by its closure. An update will go to all households in the January PC newsletter. NM asked about the 10VN distribution numbers.	ALL – look for Housing Group members TT to find out how many households receive 10VN

7.	<p>Village Picnic Debrief – the event hadn't been well supported for a variety of reasons and made a loss of £277.58. RSB said that the Shop would support with £50 and TCC agreed to accept the balance as a loss.</p> <p>All agreed that future joint events should clarify at the planning stage who would fund the costs, the purpose of the event and who would get any profit.</p>	
8.	<p>Coddenham Community Resilience Plan</p> <p>NM had distributed an explanatory document. A coordination group has been requested by the District Council. The PC would take the lead if emergency action was required but other committee members are required.</p> <p>NM requested that potential volunteers be sought. (Claire Martin, Gail, Sean Wakeling were suggested)</p> <p>DMcD suggested a list of 4x4 drivers and those with tools e.g Eastwood Trees and Bickers should be included</p>	ALL
9.	<p>Environmental: Carbon Audits, New Nature Trail</p> <p>St Mary's is applying for the Bronze Eco Church Award through Rocha. DM to seek PCC approval for Carbon Audit. NM reported that Debenham Church have applied for planning for solar panels.</p> <p>Day Foundation have 12 boilers that are 20 years old. They are looking to replace with Air or Ground Source Heat Pumps. This is complicated as all residents use variable amounts of fuel. AMP thought Community Energy South might be able to advise.</p> <p>Community Shop has replaced all lights with LED and has solar film on the windows. Louvre windows and extractors fitted at rear for better ventilation.</p> <p>TCC will apply for Gold Carbon Charter certification, funded through MSDC Locality Budget.</p> <p>Nature trail signs will be put up soon. Posts provided by TCC. Additional funding from Gardemau Education Charity.</p>	??
10.	<p>CCRG Organisation – new secretary & chair</p> <p>AMP to be Chair, RSB to be Secretary from run-up to next meeting.</p> <p>It was agreed that a rota for meetings and Chair/Secretary would be useful</p>	DM to distribute rota
11.	<p>Member Organisation Updates</p> <p>Community Shop – still experiencing staffing and volunteer problems. A short documentary film was made in the shop (see previous minutes) but the finished film has yet to be seen.</p> <p>A volunteer forum is being held on 2nd November to inform business review improvement.</p> <p>The Shop is sponsoring Player of The Month for Coddenham Athletic</p> <p>The Coddenham Centre – preparing to submit a report to the Charities Commission and preparing next year's budget for presentation to the PC. Business is fragile and reflecting the economic downturn. Start-up food businesses are using the kitchen – space is being filled regularly.</p> <p>Trustees are looking at improving the audio-visual package which could enhance the conference facilities and allow the running of film evenings.</p> <p>An additional storage facility is being built by volunteers.</p> <p>British Gymnastics are funding armchair exercise – very popular with the older community. Funded for 6 months.</p> <p>Coddenham won the Most Active Village Award 2023.</p> <p>Parish Council – only has 6 members, 2 more are required to ensure meetings are still quorate when some councillors absent.</p>	

	<p>The additional planning meeting was very successful and well-attended by villagers. An additional meeting regarding a new application for The Duke's Head is being held on 14th November.</p> <p>A new Clerk has been appointed -Maggie Burt, who she lives in the village.</p> <p>The PC plans to split the agenda at meetings so that the first hour is more relevant to residents.</p> <p>The budget has been reviewed and will include funding for 3 presentations for the village. DM suggested an environmental forum. To be discussed at the next meeting.</p> <p>St Mary's – will launch an appeal for £60,000 for essential repairs. Some money is already available (c£20,000).</p> <p>Raedwald Ensemble Concert -7pm on 28th October.</p> <p>The Flower Festival wasn't as financially successful as previous years. Debrief needed.</p> <p>Gardemau Trust – will donate £10,000 to Church Fabric Fund for repairs and match-fund further £10,000.</p> <p>Day Foundation – 2 new residents – 1 in Haysel House, 1 in Rosies Cottages</p>	<p>Include in next agenda - DM</p>
12.	<p>Forthcoming Events</p> <p>Open Gardens 30th June 2024 – DM to invite Eleanor Margaritelli to the next CCRG meeting to see if any help is needed.</p> <p>Fete 2024 – next planning meeting 1st November. Rachel Carter is leading the planning.</p> <p>80th Anniversary of D Day – 6th June – no plan to hold a village event at present.</p> <p>TCC – Christmas Market – 3rd December</p> <p>St Mary's Co Op Band Concert – 3rd December</p> <p>TCC – Christmas Disco – 16th December</p> <p>St Mary's Carol Service 4pm 17th December</p> <p>TCC – New Year Brunch – 7th January 2024</p>	
13.	<p>Village of the Year Award – it was agreed that we would look at the application template at the next meeting. All groups would need to be involved in the application.</p>	
14.	<p>Website Report</p> <p>2100 users in the last 60 days. 6000 page views. In order of number of views:</p> <ol style="list-style-type: none"> 1. Shop 2. ? 3. Country Club 4. St Mary's 5. Crowfield Flower Festival <p>The History Club is using a new tool to upload documents.</p> <p>1st December -front page Christmas lights turn on!</p>	
15.	<p>AOB – date to be agreed for a finance meeting. (Mon 30/10/23, 3:00pm)</p> <p>It was agreed that the repositioning of the PC has been very positive and beneficial to the Parish.</p> <p>Thanks were given to the outgoing Chair, David and Secretary, Debbie</p>	DMcD
16.	<p>Date, Time and Venue of Next Meeting</p> <p>Thursday 4th January at 6.00pm at the Coddendam Centre.</p>	