

**Minutes of meeting held at 7.30pm on Thursday 23rd January 2020 at**

**Cloverfield Church and Community Centre**

Present CAWRA committee comprising of :

Rob Butler – Chair

Martin Fancourt – Gardening Group Co-ordinator

Rex Ingles – Litter Pick Co-ordinator

Natasha Salawu – Secretary

Robert Whittaker – Research Co-ordinator

CAWRA members: Maggie Baldwin, Janice Butler (Thetford Town Councillor), Neil Glen, Jane James (Thetford Town and Breckland Councillor), Ed O'Connor.

Apologies: Rob Baldwin, Mike Holbrook, Chris Wallis, Stuart Wright (Breckland Councillor)

Welcome: Chair Rob Butler opened the meeting by welcoming everyone.

Minutes of previous meeting held 28<sup>th</sup> November 2019 adopted and agreed, currently available on CAWRA website and in print before this meeting.

	Item	Action
1.	<b><u>Secretary's Report</u></b> – nothing to report at present.	
2.	<b><u>Treasurer &amp; Membership Secretary's Reports</u></b> <ul style="list-style-type: none"><li>• The bank balance currently stands at £1,080.72. This amount includes the £169.38 raised by the CARWAisters before Christmas - thank you to everyone that made this such a tuneful success.</li><li>• The printing of the hi-vz jackets etc. will use some of the funds we have built up, although we have donation promises from two committee members to help with these costs.</li><li>• We also have some website costs due to pay shortly. Overall, we are in good financial shape for the year ahead.</li><li>• Membership of the Facebook group remains stable and is our usual way of alerting members to meetings, activities and other items of local interest.</li><li>• Our email list has decreased by three since November – one person has moved out of area, one email address no longer works, and we have received one remove request (reason unknown).</li><li>• Due to delays in gathering content for the newsletter which was originally scheduled to go out at the start of the year, this has now been put back about a</li></ul>	

	<p>month, and we hope to be in a position to deliver this in early-mid February in time for the February meeting. If anyone would like to help with the deliveries, please do let me know as all help is greatly received.</p>	
3.	<p><b><u>Project Co-ordinator's Report</u></b></p> <ul style="list-style-type: none"> <li>• RB informed the group of the resignation of the Project Co-ordinator Rebecca Tate, he took the opportunity to thank her for her commitment and hardwork and hopes to see her at meetings in the future.</li> <li>• Carol Singing, 6 dates were arranged but only 5 went ahead due to very cold weather coupled with wind and rain. Good turnout raising profile of CAWRA and raising £169.38 (discrepancy of 0.02p due to foreign currency being counted in the total).</li> </ul>	
4.	<p><b><u>Research Co-ordinator's Report</u></b></p> <ul style="list-style-type: none"> <li>• RW continues to review location of bins identifying missing litter bins which Breckland council think are present.</li> <li>• Cllr. James to flag this discrepancy at next Council meeting</li> <li>• RW reports that Green lanes technically a public highway (with a ban on motorised vehicles), Norfolk County Council are responsible for anything growing out of ground with Breckland Council responsible for any plants to the sides. Cllr. James to raise this with the NCC councillor.</li> </ul>	<p>JJ/RW</p> <p>JJ</p>
5.	<p><b><u>Gardening Group Co-ordinator's Report</u></b></p> <ul style="list-style-type: none"> <li>• Nothing to report at present</li> </ul>	
6.	<p><b><u>Litter Pick Group Co-ordinator's Report</u></b></p> <ul style="list-style-type: none"> <li>• <b>Next Litter Pick dates: Friday 24<sup>th</sup> January and Saturday 25<sup>th</sup> January 2020</b>, meeting at Cloverfield Community Church carpark at 10.30am – Children under supervision welcome, please dress for cold/wet weather, gloves advisable.</li> <li>• Litter picks in November and December were well attended on both days covering the green spaces on the estate.</li> <li>• CAWRA branded High Vis jackets are now available for the next outing.</li> </ul>	
7.	<p><b><u>Councillors', Agencies', and Police Reports</u></b></p> <p><b>Janice Butler</b> – Councillor for Castle Ward, Thetford Town Council (TTC)</p> <ul style="list-style-type: none"> <li>• Bulbs are emerging on Hurth Way. If anyone has any suggestions for other areas for planting please inform her.</li> <li>• Fallen trees and overgrown shrubbery was cleared yesterday by SERCO along the riverbank. Unsure if the Kissing Gate at Pennycress Drive has been fixed or not.</li> <li>• Inform Cllr. Butler or Thetford Town Council of any areas which need maintenance.</li> </ul>	

	<ul style="list-style-type: none"> <li>The endangered <i>Fingered Speedwell</i> (<i>Veronica triphyllos</i>) has been found on the estate around Rosecroft Way. (It is an offence to intentionally pick, uproot or destroy the plants). Cllr. Butler has heard there may be other rare plants of interest at the back of Trafalgar Woods.</li> </ul> <p><b>Jane James</b> - Councillor for Castle Ward, Thetford Town Council (TTC)</p> <ul style="list-style-type: none"> <li>Thetford Town Council VE (Victory in Europe) celebration group now have a community Bunting Project, any red, white or blue or vintage fabric donations will be gratefully received.</li> <li>Keep an eye on the Thetford Town Council website <a href="http://www.thetfordtowncouncil.gov.uk/">http://www.thetfordtowncouncil.gov.uk/</a> for upcoming VE day events.</li> <li>Nominations are open online and in paper form until March for the Honoured Citizen and Junior Citizen awards</li> <li>Breckland Council to adjust the local Council Tax reduction scheme, recipients of Universal Credit need to regularly update their information for this benefit.</li> <li>Spring walk (not in CAWRA area) has become an area for unsociable behavior, in the next few weeks, Thetford Town Council will lift the canopy (allowing light to the area), clearing rubbish and vandalized areas and possibly introducing a sculpture train as originally proposed by the late Cllr. John Newton.</li> </ul> <p>No Police agencies present at meeting.</p>	
8.	<p><b><u>Chair's Report</u></b> (* further information given at meeting. c/o = carried over from last meetings)</p> <ul style="list-style-type: none"> <li>Norfolk Trading Standards have sent out the NCCZ (No Cold Calling Zone) scheme for Foxglove Road and some other streets in that locality. Streets can apply to be included in this scheme whereby notices are available to be displayed on lampposts and residents have door stickers etc sent to them FOC. I spoke to a representative of the NCC Trading Standards team who confirmed all of this. This consultation by mail to each of the properties concerned is dated and a minimum of 75% of residents in the particular NCCZ have to agree to adopt the scheme otherwise the application will not be granted. To request a NCCZ application form residents can email <a href="mailto:trading_standards@norfolk.gov.uk">trading_standards@norfolk.gov.uk</a> or call them on 0344 800 8020. Don't forget that the same NCC Trading Standards team also provide a weekly 'scams' warning information email. This can also be viewed on their website.</li> <li>Wherever possible, can residents please avoid leaving wheelie bins on public footpaths. They are a hazard and hinderance to many and could be considered an obstruction legally should any person be injured because of them. This is as bad as vehicles parking on footpaths or on verges.</li> <li>CAWRA fully supports the '#30forthetford' campaign. This looks as if it is going to go ahead. Speeding seems to be reduced through our area although there are still a few 'hotheads' around. The new 20mph signage and roundels appear to be doing their job in reminding drivers of their safety responsibilities to others. Police speed traps will increase in the CAWRA area and in the town as well.</li> </ul>	

	<p>· A reminder that dates and times for future CAWRA meetings have now been confirmed and we thank Neil Glen and the church for assisting with this. I would like to propose that CAWRA donates the annual sum of £100 to the Church in recognition of holding this. The meeting evenings will start at 7.30 as usual with tea, coffee, ('bottomless') and biscuits etc being served (50p pp – proceeds to CAWRA funds). This gives residents the opportunity to discuss any community issues or concerns with CAWRA committee members, Town, District and County Councillor(s) and agencies before the main meeting begins at 8pm prompt when these issues could be further discussed in full if required.</p> <p>· Finally, at the CAWRA Committee meeting held on the 21st of January I reluctantly tendered my resignation as Chairman with immediate effect but, after request from the committee, have agreed to assist the committee during the transition period to a new Chairperson and beyond if required purely as a member. The Secretary is in possession of all the CAWRA files and communications since day one. CAWRA is in a very good place. Everything is in place for my successor to continue with every success. I would like to sincerely thank the committee and all members for their enthusiasm and very kind support during my tenure ship.</p>	
9.	<p><b><u>Any other business</u></b></p> <ul style="list-style-type: none"> <li>• Rob Butler proposed an annual donation of £100 be made to Cloverfield Community Church as a gesture of thanks for allowing the free use of their hall for meetings. This was seconded by Rex Ingle.</li> <li>• Martin Fancourt thanked Rob Butler for his leadership, commitment and hardwork in promoting CAWRA on behalf of the committee and members.</li> </ul>	CW

**CAWRA meeting Thursday 27<sup>th</sup> February 2020 7.30pm for 8pm start**