

Minutes **Harlesden Neighbourhood Forum**

**Minutes of the Meeting**

<b>Date and time of the meeting</b>	Monday 27 <sup>th</sup> October 2020– 6.30-7.30 pm
<b>Location</b>	Online Zoom
<b>Attending</b>	Ilaria Esposito (IE), Paul Anders (PA), Colin George (CG), Madeleine Jennings (MJ), Sandra White (SW) Errol Donald (ED) Margaret Cox (MC), Nouh Abukar (NA)
<b>Guests</b>	
<b>Apologies</b>	
<b>Absent</b>	

<b>Agenda item</b>	<b>Discussion (Key discussion and agreed points)</b>	<b>Actions</b>
1.	<p><b>Welcome / Introduction</b></p> <ul style="list-style-type: none"> <li>• <b>MJ</b> welcomes the Committee. <b>MJ</b> includes the two new trustees Nouh Abukar and Margaret Cox.</li> <li>• Minutes and actions from 12<sup>th</sup> October meeting adopted.</li> </ul>	
2.	<p><b>AGM feedback and next GM meetings</b></p> <p><b>MJ</b> reports that she had gathered several feedback from AGM and suggests to have frequent meetings and shorter because they are going to be online. We have already an agenda for an operational meeting in December</p> <p><b>MJ</b> suggests the dates 15<sup>th</sup> December, 6.30 next general meeting.</p> <p>The Committee approves date for next GMs -to be 16<sup>th</sup> February 2021, 13<sup>th</sup> April 2021, 15<sup>th</sup> June 2021</p>	<p><b>PA</b> will put dates on the website, Twitter and FB and newsletter.</p>
3.	<p><b>Committee Members' (CM) portfolios and responsibilities</b></p> <p>In line with the Charity Code of conduct, Every charity is headed by an effective Committee that provides strategic leadership in line with the charity's aims and values. Having transparent portfolios responsibilities will help us to be more accountable and effective in the work we do as well as speeding up collective decisions.</p> <p><b>MJ</b> reflected on the fact that being the Committee made by working trustees, it is vital to have assigned portfolio to work between meetings.</p> <p> PORTFOLIO PROPOSAL:  1.CHAIR - <b>MJ</b></p>	<p>Each CM should produce a plan to report on their portfolio for the December meeting.</p> <p><b>MJ,SW</b> oversee and contribute to others' portfolio under their role of Chair and ViceChair</p> <p><b>ED</b> recusal details of that will go in the next newsletter mid-November</p>

	<ul style="list-style-type: none"> <li>🌐 2.FINANCE - <b>PA</b></li> <li>🌐 3.VICE- CHAIR/GRANTS – <b>SW(Vice Chair)</b></li> <li>🌐 4.PLANNING <b>CG</b></li> <li>🌐 5.CULTURE &amp; Community engagement - <b>ED/NA</b></li> <li>🌐 6.COMMUNICATION - <b>PA</b></li> <li>🌐 7.ENVIRONMENT- <b>MC</b></li> <li>🌐 8.Business and Regeneration <b>CG/NA</b></li> </ul> <p><b>Committee</b> agrees to fortnightly meetings – Tuesdays 6.30pm</p> <p><b>MJ</b> introduces the recusal process, and <b>IE</b> showed the conflict of interest register, which needs completion. <b>ED</b> is happy to recuse himself from every subject concerning BangEdutainment</p> <p><b>IE</b> explains that HNF ha a membership with NCVO which provides free training resources to its members. NCVO Membership was set up by Crisis and will expiry in May 2021. There are several resources for capacity building within the organisation.</p> <p><b>Committee</b> agreed to do the induction online and watch the free- 40 min video (4 part of 10 minutes each) - induction for trustees (NCVO).</p>	<p>Committee members will conduct their induction at <a href="https://knowhow.ncvo.org.uk/studyzone/a-trustees-role-and-responsibilities">https://knowhow.ncvo.org.uk/studyzone/a-trustees-role-and-responsibilities</a></p>
4.	<p><b>Picture Palace update</b> Following previous conversation and questions during AGM, HNF had a further discussion on the role of the Forum in such development.</p> <ul style="list-style-type: none"> <li>● <b>CG</b> asks <b>MJ</b> on which capacity she will be representing HNF on the panel concerning Picture Palace.</li> <li>● <b>MJ</b> would refer to the Neighbourhood Plan if accepting to sit on the scrutiny panel. Still, to avoid any accusations of impropriety, <b>MJ</b> withdraws from the panel and looks forward to finding out who the successful bidder is at the same time as all forum members and the wider community.</li> </ul>	<p>HNF remain committed to the regeneration of the Picture Palace being a success for Harlesden and will do what we can to make it so.</p>
5.	<p><b>Heritage Action Zone</b></p> <ul style="list-style-type: none"> <li>● Ana - Historic England contacted <b>MJ</b> - HAZ allows looking at high streets and their historical values and possibly bring this back to life. The proposal is running nationally. Harlesden high street is one of the zone identified, and a group led by Refugee Support Network is submitting a proposal including a cultural programme.</li> <li>● <b>Harlesden High Street Heritage Action Zone</b>: A critical stretch of buildings is set to be restored at an essential gateway to the area. This will help to make the town centre more attractive and welcoming, and help Harlesden retain its character and sense of place in the face of significant new developments nearby.</li> <li>● <b>MJ</b> thinks this can be linked with the high street revitalisation encouraging opportunities for young people to get involved. It is very relevant to what is happening with OPDC.</li> </ul>	<p><b>CG, ED, NA</b> will liaise and will look into it better through their work on culture, business and regeneration <a href="https://historicengland.org.uk/services-skills/heritage-action-zones/harlesden/">https://historicengland.org.uk/services-skills/heritage-action-zones/harlesden/</a></p>

	<ul style="list-style-type: none"> <li>● <b>CG</b> asks about money available. <b>ED</b> knows that 220K might be available.</li> <li>● <b>ED</b> reports that there is an opportunity to engage retailers, businesses in including young people and HNF can support through consulting.</li> <li>● <b>CG</b> suggested looking after data in terms of customers and marketing research.</li> <li>● <b>SW</b> explains that this fund covers the restoring of some of the shops because they are listed buildings</li> </ul>	
1.	<p><b>Application for Re-designation as Neighbourhood Forum</b></p> <ul style="list-style-type: none"> <li>● <b>IE</b> explained the status of the application. Peter Farnham has been in touch to clarify a couple of points around the list of members and the breakdown around gender, age, disability, heritage.</li> </ul>	<p>Keep in touch with Brent and OPDC if they have received it and when they are planning to start the consultation</p> <p>Send a comms to members to clean up the data. <i>Important- reply only if you are not living in Harlesden anymore.</i></p>
2.	<p><b>Planning reform</b></p> <ul style="list-style-type: none"> <li>● <b>CG</b> reports on the Planning reform meeting with Councillor Matt Kelcher (Kensal Green ward) - Brent's Chair of Planning.</li> <li>● Many people in the Council object to the reform. There is a lack of consultation, and many say it is not a good idea and does not take into consideration NPs.</li> <li>● <b>CG</b> emphasises that we this new reform in place we could not lobby anyone but just officer.</li> </ul>	<p><b>CG</b> draft HNF opposition, and then shares with us before sending to London Planners.</p>
3.	<p><b>Clean air &amp; environment</b></p> <ul style="list-style-type: none"> <li>● <b>Committee</b> agrees to discuss the joint approach with other groups in Harlesden</li> <li>● <b>IE</b>, informs about the exchange with Local coordinator James Mason to finalise idea about the litter competition in Spring. SW and IE will put in an application with Veolia by mid-November.</li> <li>● <b>MC</b> and <b>IE</b> will work together on the topic - clean environment and clean air. They will possibly have a meeting with Renette at Bramshill open space, get updates on tree planting and see how to include it in our strategy.</li> </ul>	<p><b>MC</b> to contact or approach the groups in Harlesden that work on a clean environment and clean air programme.</p>
4.	<p><b>Gaming centre on Park Parade</b></p>	<p><b>MC</b> to contact the resident in the area and the Convent of Jesus and Mary. <b>CG</b> will send us a draft to include our thoughts</p>

	<ul style="list-style-type: none"><li>• Opposition to application 19969: It should be a bingo hall. The applicant is the same one that runs Silvertime. HNF will express its objection</li><li>• <b>Committee</b> agrees on arguments concerning opening hours and ASB.</li></ul>	
5.	<b>Date and venue of the next committee meeting</b> The Committee is adjourned on Tuesday 10 <sup>th</sup> November 2020	<b>IE</b> will draft an Agenda