

Harlesden Neighbourhood Forum

Trustee meeting minutes

Date and time of the meeting	Monday 7 th November 6.00-7.45 pm
Location	Kaleo
Attending	Ilaria Esposito (IE) (Coordinator), Colin George (CG), Sandra White (SW), Jose Trueba (JT) Julieta Galarza (JG) Gavin Bond (GB) (Trustees)
Guests	Tessa Munro and Kristine Wellington (CVS)
Apologies	Amandine Alexandre Hughes (AA)
Absent	

Agenda item	Discussion (Key discussion and agreed points)	Actions
1.	Welcome / Introduction. SW welcomed everyone. Trustees approved 18th September 2023 trustee meeting minutes. - Conflict of interest register check: none disclosed. IE will send the form to everyone for updates Picture Palace: SW asks Kristine Wellington and Tessa Munro (CVS) to enter the room and update us on the Picture Palace developments. KW updates on the construction site and timeline that even though foresaw to be ready at the end of 2024, it will be operative in 2025. SW and JG asked how other organisations can book space for their activities. KW mentioned a database. TM mentioned communicating their interest at this address: abc@cvsbrent.org.uk (which will be accessed intermittently). JG asked if the ABC consortium has a process and a constitution for working together. TM talked about the revision of the constitution and registration as a legal entity ABC. The ABC Partners are currently in the process of applying for a CIO. The ABC Partners are scheduled to meet on Monday, 13th November 2023, and then again in December 2023.	IE will send the conflict of interest form to everyone for updates.
2.	Organisational development IE reported that The Freeman Centre is not ready yet for use. SW met with Refugee Education UK to inquire about the lighthouse progression and possibly to follow up on the coworking space opportunity, but they haven't got enough space.	.

	Trustees and volunteers' recruitment: we have two additional residents interested in applying as Trustees.	
3.	Funding The London City Bridge Trust The application has been submitted. We are waiting for the outcome. 69K across 5 years to work on the Forum Strategy to implement the Neighbourhood Plan and grow and train members on planning. Trust for London We have applied to core cost extensions for 55k over two years. Trust for London Granted the Forum the funding. The funding goes towards the coordinator's salary and overheads. Tubbs Road Pocket Park JT met with Margaret Cox, who is leading the project, and Philip, Renette, Lucy, and Caroline from Leap to apply for the community grant. There is a suggestion to meet with the interested party to build competencies among volunteers to draft applications in more detail. LEAP has decided not to join this one as the organisation thought it was not their priority. IE is finalising the application drafted by the volunteers. SW will approve it before sending it. <u>Brent's Together Towards Zero Grant</u> A project that can help to tackle climate change and make your local area greener - you could get up to £5,000 The London Engagement Collaborative Good Ideas Fund We have received the grant to deliver 1000 years of Harlesden. Round 2 competition ends on 30th September. All the artwork has been received. We need to contact judges to judge the match. Football Foundation PlayZone Jemima Morris is the new manager for this project—next meeting 16th November. Amandine and Philip were also invited. CVS Heritage Found We passed the first selection as we expressed an interest in participating. CVS to the grant and will approach member organisations for the next steps. The We Wear Heritage project will be supporting Brent organisations to develop and deliver their own local heritage projects focused on the heritage of traditional clothes and attire. Some activities will include young creatives acquiring heritage skills, volunteers helping deliver events, capacity-building organisations interested in genealogy, interviewing elders, and Bring & Share heritage events to build up Brent's Museum archives.	IE to follow up on all the application processes. IE to investigate HS2 funding. IE to investigate National Lottery and the Oak Foundation IE to finalise Tubbs pocket Park application process. IE, JT,SW to start meeting for a fundraising strategy IE to wrap up the art competition.

	Fundraising Strategy To discuss how Forum needs to acquire consistent funding to ensure sustainability in the long term. Fundraising Strategy To discuss how Forum needs to acquire consistent funding to ensure sustainability in the long term. SW proposed to apply to the National Lottery for organisational development, recruit a communication and membership officer and a part-time CEO	
4.	Updates on planning • CG reported Recently discussed planning applications. In particular, the Green Man plastic fences objection since it is a listed building and in a Conservation area. And one craven Park Vibes applied for the redesign of the back. The forum planning team had concerns about both applications. • Silver time application. SW reported that The adult gaming centre” at 5 Park Parade was rejected. Councillors and some residents were present to make their case not necessarily on planning policies but to challenge the current ones. CG reflected that both the Council and the Forum need to revise their policies on this matter to ensure the policy side complies with the decision. • The Royal Oak has closed. The trustees would like to understand from Councillors what are the actions taken to ensure the pub could reopen under a new management. • CG presented a data analysis using the Institute of National statistic tool Electro calculus to understand the demographics in Harlesden and Church End to inform the proposal for the Boundaries review consultations in Church End. Boundary maps discussed. Till Church End residents acknowledge it is a good idea. Following the Brent Connects meeting and Grace Nelson's presentation about community engagement, the trustee thinks there is space for the new town centre to set up a new Forum. Harlesden Neighbourhood Forum can assist in this process. • Bowling green tender: The information about the tender has not yet been confirmed by the Council. • Cycle route: Green Corridor- CG reported that a new consultation is coming up, and he will participate.	IE will send CG demographic postcodes for analysis and report on the boundary extensions. IE to send email to Councillors.
5.	HHAZ Exhibition 10th November 5 – 7.30 pm Willesden Green Library and poster are also available at Harlesden Library with barcodes to direct to the exhibition. • Ilaria has prepared certificates, bags, and prizes. • Sandra will make a speech.	IE will liaise with guests and the venue for logistics. IE to invite all elected members.

	Merchandise that stays will help fundraise for the next competitions. We will speak with local cafes to check if they want to support the fundraising. Forum Meeting and BEN Ilaria and Nadia are finalising the minutes.	IE will liaise with businesses about the 1000 years of Harlesden. fundraising
6.	Clean air and environment Breathe London Community Programme AA will update us via email. AA has enquired Brent Council: - The £470k grant is for creating low-pollution walking maps for all schools. The latest update Debbie gave me back on June 16th was the procurement documents were being drafted and that the programme would be rolled out "in September/October and will include an educational session with participating schools to share information on local air quality, health impacts from air pollution, the benefits of active travel and how to lower exposure to air pollution. The maps will also include safer places to cross the road where required." Procurement for this project element is still underway, with a revised start date of engaging schools from Nov / Dec. 2 - the expansion of Crownhill Road School Street: when will the consultation happen? Kensal Green and Harlesden councillors say it will happen "soon" in their latest newsletter. Is it possible to have a date? The consultation documents are currently with the ward Councillors for review and will be circulated to residents around 16 November 2023. 3 - the rain garden on Crownhill road: when will the work start? How long will it take to be built? This scheme is part of the Green and Healthy School Street scheme, comprising four sites. The Crownhill site will be in early 2024. We do not have an estimated construction date/timeline at present. 4 - When will Brent's Air Quality Action Plan be published? The AQAP is going through internal governance processes and will be published after it receives Cabinet approval. The item is going to Cabinet in December and if approved it will be published after this.	
	Date and venue of the next trustee meetings & planning meetings 15 January 2023 - online Decide dates for AGM and other Forum meetings.	IE to send agenda and minutes to Trustees.

