

Harlesden Neighbourhood Forum

Trustee meeting minutes

Date and time of the meeting	Wednesday 10 th May – 6.30-7.45 pm
Location	The Royal Oak
Attending	Ilaria Esposito (IE) (Coordinator), Colin George (CG), Sandra White (SW), Margaret Cox (MG), Julieta Galarza (JG) (Trustees)
Guests	
Apologies	Amandine Alexandre Hughes (AA) Jose Trueba (JT)
Absent	

Agenda item	Discussion (Key discussion and agreed points)	Actions
1.	<p>Welcome / Introduction.</p> <ul style="list-style-type: none"> • SW welcomed everyone. • Trustees approved 15th March 2023 trustee meeting minutes • Conflict of interest register check: none disclosed. 	
2.	<p>Organisational development</p> <ul style="list-style-type: none"> • IE reported that the change of address at YWAM Urban Key is unavailable. • IE and SW enquired about the Freeman Centre in Longstone Avenue as Young Brent Foundation manages it. IE has been informed that refurbishment works are in progress and will possibly be ready in June. • REUK responded that the Lighthouse will not be ready until December 2023 as works have been delayed and the coworking spaces available are not clear yet. • Crisis has moved the building, and as agreed, the Forum needs to change its registered address. IE has contacted Grace Nelson. JG and MC suggested getting other members to check if we can temporarily use their addresses. • IE reported that the Forum is now London's living wage employer. SW mentioned the HR review and issued a new contract letter to IE according to changes in the employment law. IE brought to the trustees' attention that her salary would need a revision according to inflation and the cost-of-living crisis. SW said that the trustees will discuss how the revision can be made. • Relationship with businesses and organisations. IE mentioned that the newsletter spotlight could cover REUK documentary or HTG and the new Caleo café opening in Park Parade in June. • JG asks about how we support businesses. SW spoke about a list of opportunities from advertisement, the use of their venue for events, addressing ASB, making sure the area where their business is located is in good shape and planning policies are respected, opportunities to partner with other organisations to improve the site and grow their portfolio of clients. 	<p>IE to pick up London living wage folder at YWAM</p> <p>SW and CG to contact Brent Chamber of Commerce</p> <ul style="list-style-type: none"> • SW to advertise on LinkedIn. • IE to prepare a new leaflet and recruitment campaign

	<ul style="list-style-type: none"> • SW explained her vision around Trustees and volunteer recruitment and the need to organise a Board of Trustees Strategy meeting. 	
3.	<p>Funding</p> <p>IE presented the following activities around funding.</p> <p>The London City Bridge Trust application for core funding to hire a CEO is not possible as our income is low. Sandra and Ilaria have drafted it for project costs.</p> <p>Trust for London We have applied to core cost extensions for 55k over two years. Waiting for the results</p> <p>Tubbs Road Pocket Park</p> <p>IE and MC met to draft the application.</p> <p><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</p> <p><u>NCIL – will reopen in November</u></p> <p><u>Heritage found up to £250,000 creates better places to live, work and visit</u> https://www.heritagefund.org.uk/funding/what-we-fund.</p> <p>The London Engagement Collaborative Good Ideas Fund</p> <p>The Good Ideas Fund is a small pot of funding alongside the LEC Pilot Network, and you can apply for up to £5,000 to test one or more of the following things over the next few months concerning community engagement in London:</p> <ol style="list-style-type: none"> 1. Support collaboration across sectors 2. Build new connections and networks. 3. Test new ways of working and engagement methodologies. 4. Investigating and finding solutions <p>LEC Good Ideas Fund - Guidance Notes Good Ideas Fund - Application Form</p>	<p>IE to follow up on all the application processes.</p> <p>IE to get response from LEC</p> <p>IE and SW to attend interview for funding continuation with Trust for London 22nd May</p> <p>CG and planning team engage with HS2 for funding opportunities IE contact CG on 16th May</p> <p>IE to finalise City bridge trust application</p> <p>IE and MC to follow up on application process for Tubbs</p>

	<p>IE submitted the application. IE suggested continuing to work on culture and heritage in Harlesden.</p> <p>LEC Good Ideas Fund - Guidance Notes Good Ideas Fund - Application Form</p> <p>Football Foundation Play Zone Football Foundation Play Zone opportunity to develop and refurbish MUGA (Multiuse Game Area) for multi-sport use in areas of high need to target four main priority groups: women & girls, LSEG (People from low socio-economic groups), people affected by disability & long-term-health conditions, groups and ethnically diverse communities.</p> <p>AA reported on the meeting hosted by the Football Foundation and Brent Council on 2nd March:</p> <ul style="list-style-type: none"> • Consortium successful in phase 1 • Community consultation starting is ongoing – designed by street Games. The MUGA must be designed with a combination of 2 sports in mind. <p>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.</p> <p>Fundraising Strategy To discuss how Forum needs to acquire consistent funding, to ensure sustainability in the long term.</p> <p>SW asked CG to bring more info to see how we can apply for and diversify the funding. SW talked about a strategy on how to grow through a national lottery and Individuals giving. CG said to approach HS2 grants at the HS2 meeting.</p>	
4.	<p>Updates on planning</p> <ul style="list-style-type: none"> • CG reported Recently discussed planning applications (see annexe below) • Bowling green tender • GUA meeting 2nd May report: <p>CG reported from the GUA meeting that 24/7 noise from the loading tunnel spoils trains on the tracks near Harley Road. Possibility of noise monitors which have been installed at the other ends of the waste conveyors near the HS2 station. CG asked John Cox to pursue this issue on behalf of HNF.</p>	<p>Planning team to send Old Oak West consultation and meeting report</p> <p>IE to put the Planning team in touch with Anita</p>

	<p>Boundaries review</p> <ul style="list-style-type: none"> • CG spoke about the Boundaries review survey mentioning that, at the moment, the majority of feedback include area XT1, XT2, and XT4 on the map. • IE mentioned that residents at Church End would like to be included as they feel they are Harlesden residents. IE has emailed Grace Nelson and Anita Whittaker to understand how much time they need to consult more and how we can help. • SW reflected on whether we should consider extending the new church-end neighbourhood. IE suggested having a conversation with Anita and, if they involve residents, forming a resident group in that area. • CG has developed different extensions map, which include Church End to different extents. • Survey - CG talked about the extension and contacted 30 councillors and MPs that fall within our boundaries and need to organise a meeting to present the boundaries extension. • Boundary maps presented. Everyone agrees we should consider an extension till Church End. <p>Cycle route</p> <p>AA said that there would be a new consultation, and she would try to invite people representing the cycle campaign.</p>	<p>IE will contact Anita and Grace and agree</p> <p>CG to draft a letter in case we need to support residents in this area</p>
5.	<p>Events</p> <p>Forum Annual General Meeting: Wednesday, 29th March The meeting had a medium turnout. SW suggested that we start calling members and trying locations and timing of meetings to make sure more/ different people can attend.</p> <p>HAZ cultural consortium - Culture and Heritage</p> <p>IE updated the trustees with the following:</p> <ul style="list-style-type: none"> • Celebration will be organised during the opening ceremony of the exhibition. • Printing of the artwork will start soon. • The consortium is coordinating a tender for the exhibition of the work produced by the Consortium. Date TBC September 2023 <ul style="list-style-type: none"> • 1000 years of Harlesden project Judging phase ended. Winners have been notified. • Graphic designer is working on the final graphics to produce merchandise. 	<p>IE to liaise with the graphic designer exhibition team and participants.</p>

6.	<p>Clean air and environment</p> <p>Green Neighbourhoods IE reminded that the Forum, in cooperation with the Climate Action Team at Brent Council, acts as a Green Neighbourhood Climate Ambassador.</p> <ul style="list-style-type: none"> • Funds have been allocated to the Forum to pay for an art installation design linked with our HHAZ project 1000 years of Harlesden and previous wayfinding competition. (£500) Waiting for payment. • CG represented the Forum in the latest consultation at the Unity Centre 	
	<p>Date and venue of the next trustee meetings & planning meetings Proposal to have a meeting on Wednesday, 5th July 6-7.30 pm face to face</p>	<p>IE to send agenda and minutes to Trustees.</p>

Annexe1 – Planning meeting 24th April 2023

Present Philip, Colin, Ilaria.

Apologies: Jenny (there was a problem with the calendar invitation)

- **HNF boundaries reviews** closed on 25th March, but Church End residents have asked us to consult more people in the area
- Results were presented at AGM 29th March showing inclusion of xt1, xt2, xt4 at the moment
- **Sandra** asks the planning team to reopen the consultation and organise another meeting with residents in Church Road.
- **Colin** to send the report to **Ilaria**. **Ilaria** to liaise with Anita Whittaker

Planning applications

Philip and Colin report:

Philip and Colin to look at Cecil Road's application to demolish a conservatory and build a two-story house.

done/ongoing

- **Colin reported back on application 114.** The crossover is not a problem, as everyone else in the street has one. The house is painted red with the pointing picked out in white, and now, it's just slabbed. There will need to be a fair amount of excavation to get the front garden suitable for driving a vehicle. Philip checked that the area was already paved. **Suggested comment for this planning application: comment saying we'd like to see a permeable surface or something like that to reduce runoff**

- **67 High Street:** It's about creating a separate entrance from the high street for these flats. Forum comment: this would be making a separate entrance, so the door to the residential property should be timber framed, and the new shopfront should confront conform to SPD 3, which means they're either going to have to have an internal shutter or produce insurance documents and have an open face to shutter if it's outside.
- Philip reported the Forum's success on **12 High Street.** The residential door was changed to a timber frame built or white plastic in one of the shops(three years ago). Philip repeatedly complained about it to the planning enforcement, and it has now been changed back to a timber door.
- **Jubilee clock refurbishment:** the street pavement base-up lighter has broken, and although it's not part of the planning application, it must be fixed to complete the work. Planning noted that in the report, and it will be fixed.
- **Wrote to planning and planning enforcement about Abett property** /Craven Park Road address, but it's accessed from Challenge close. Part of the approval last year was that it had to have a lawn at the front small patch of lawn that is not very big. And some a bit of hedging in front to face Challenge Close. The developer tarmacked over the whole front, and they're putting in gates. There shouldn't be any parking there; it was approved as a car-free development. They still need to complete some work required for the paving and front. They were supposed to put in some tactile paving for the pedestrian entrance. Philip wrote about both parts of planning: enforcement and planning.
- **Tree planting and replacements** - there should be a meeting with Matt Kelcher shortly.
- **80-82 Craven Park Road** - no space for parking - problems with waste collection and management
- **28-27 Craven Park Road** applied for a retrospective. Philip replied and objected since the warnings at the front were only granted for two meters. They claimed that the decking at the front was well-built and that the place is still currently occupied as a restaurant, and I pointed out that the restaurant closed 17 months ago. It's been vacant since then, and it's deteriorated quite considerably. And as for the back structure, there was a similar structure taken down by enforcement a few years ago. So, there's no reason why that would have changed, and it's even more reason not to build it now because the Gwalia development will have residential at their backs right onto it.
- **OPDC - North Kensington North application** - Philip will attend the in-person meeting—conversion of workshops into flats.