

Harlesden Neighbourhood Forum

Trustee meeting minutes

Date and time of the meeting	Tuesday 13 th July 2022– 6.00-7.30 pm
Location	Zoom
Attending	Ilaria Esposito (IE) (Coordinator), Colin George (CG), Margaret Cox (MC), Paul Anders (PA), Sandra White (SW), Amandine Alexandre (AA), Julieta Galarza (JG) (Trustees)
Guests	Jose Trueba (JT)
Apologies	
Absent	Nouh Abukar (NA)

Agenda item	Discussion (Key discussion and agreed points)	Actions
1.	<p>Welcome / Introduction.</p> <ul style="list-style-type: none"> • SW welcomed everyone • SW welcomed Jose Trueba, a member applying to become a Trustee. • The trustees introduced themselves. JT listed his expertise in finance and the charity sector, including leading a charity which supports migrants from Latin America. • SW asked JT about the motivation to support the Forum. JT said that as a new resident, he liked what the Neighbourhood Plan has to say about development and maintaining the area's diversity. PA outlined the time commitment required and asked him how much time had to dedicate. JT can work around his schedule, and topics he would like to be involved in every aspect from the finance point of view. • JG asked JT for some thoughts about the work of the Forum. JT said that Forum the few things he had witnessed, he could say that there is a genuine intention to improve the area and create cohesion. • SW and the trustees thank JT and tell him a communication will follow with the next steps. JT leaves the meeting. • SW asks everyone if they want to support JT's appointment as a Trustee. • The trustees agreed on the proposal 	<p>IE, SW to get in touch with Jose Trueba for the next steps IE to organise induction and send relevant documentation to JT</p>
2.	<ul style="list-style-type: none"> • Trustees approved 31st May 2022 trustee meeting minutes • Trustees took note of the changed text in the constitution and approved the minutes of the 17th May Forum meeting. Minutes approved. • Conflict of interest register check: none disclosed. • Trustees enquired about NA's presence at the trustees' meeting. SW has spoken to NA, and the situation will be reviewed at the September meeting. 	<p>IE to input change of the constitution into Charity Commission website</p>

3.	<p>Funding</p> <ul style="list-style-type: none"> • Benevity – Microsoft Platform. SW and CG have done their checks about the safety of the platform. IE has registered, and the platform has checked our eligibility. IE needs to register for electronic payments. • Trustees support. PA is not convinced any funding will be forthcoming. • Core funding – SW mentioned that during the summer, IE would be working mainly on funding applications (the Big Lottery Fund, the City Bridge Trust, the Tudor Trust) • New office space – SW mentioned that Crisis will likely move to Challenge House in Autumn. Unclear if there will be an opportunity for HNF to use this space. 	<p>IE to register the details of the bank account</p>
4.	<p>Updates on planning applications:</p> <p>IE updated trustees on the 20th June planning meeting action points below:</p> <ul style="list-style-type: none"> • Ilaria - created a login with planning@harlesdenneighbourhoodforum.com to the Brent portal. The team has access to it. Credentials are shared separately. • Ilaria - informed OPDC and Brent Council of the change of email address • Ilaria - has shared the google folder. • The team must communicate and agree before sending a comment via the portal. • Jennifer enquired about the annual monitoring report about council spending Section 106. • Colin and Philip will have a meeting with Planning enforcement on 30th June • Colin URGENT to send a draft survey to Ilaria for boundary extensions. • Colin to circulate Just Space opportunity. • Philip enquired about the HAZ and the renovation of buildings. The cultural programme is separate from capital/buildings, so Ilaria suggests Colin write to Brent (Clare Bradley) and enquiry about it. • URGENT - find agreement among the planning team and respond to the planning application about Station Road (former Le Junction pub). Balancing the opinions of the planning team, HNF should submit a neutral comment saying: <ul style="list-style-type: none"> • <i>We welcome the replacement of the overcrowded hostel (which included ten-to-a-room bunk beds and 70 people sharing one fridge). Still, We are disappointed that the proposed development barely meets the minimum space standards.</i> • <i>We are concerned about the size of the rooftop amenity space and potential overlooking and would like to see more detail about terrace materials and fire safety.</i> • <i>We note that the loss of 'hotel' rooms is against Policy E10 of The London Plan, but the recent approval of 21/2207 accepted the loss of rooms at Helens Hotel, 20 Craven Park, in favour of six new flats.</i> • <i>Retention of the public house is vital, and any development should safeguard its business viability, including, for example any necessary soundproofing. As much we would welcome dialogue with the developer on their plans for the ground floor pub</i> 	<p>How to comment on planning applications https://www.brent.gov.uk/planningcomments#commentonapplications</p> <p>CG to draft a consultation for boundaries. IE to put online</p> <p>CG to send intro about Just Space</p> <p>IE to remind the planning team to submit an objection to the Brent planning portal. https://www.london.gov.uk/what-we-do/health/school-superzones#acc-i-64977</p> <p>IE to remind the planning team to send meeting minutes to Planning enforcement.</p>

	<ul style="list-style-type: none"> • <i>We seek the following conditions:</i> • <i>The residential units shall at no time be converted from C3 residential to a C4 HMO</i> • <i>Consider if occupiers of all eight residential units shall not be entitled to a Resident's Parking Permit or Visitor's Parking Permit, for example when work is being carried out.</i> <ul style="list-style-type: none"> • IE and SW asked about the meeting with planning enforcement. SW asked CG to send a short minute of the meeting. • SW asks CG and IE to create the survey about the boundaries extensions • SW asks CG about Just Space. CG said that is a member organisation that includes architects and planners among a range of community groups and charities. • Silvertime application rejected -MC agrees about the rejection happening because of the policies in place, but it is essential that we recognise the effort made by the community to highlight this policy in their objections. • MC mentioned that the council do not know the shop's freeholders. One option could be to identify the freeholder and encourage them / work with LB Brent to apply pressure on them to rent to a business that will improve the area's vitality. • CG mentioned that the Forum should act around empty shops to be advertised by Brent 	
5.	<p>HAZ cultural consortium</p> <p>SW mentioned that 1000 years of Harlesden is the project presented to the HAZ consortium to continue the wayfinding tradition. The theme will be Culture and Heritage. Harlesden was first mentioned in 1057, according to Brent Archives.</p> <p>'What traditions do your culture have to preserve the planet, and how can we use those in Harlesden today and in the future?'</p> <p>This encapsulates heritage, migration, past, present, and future and provides a beautiful legacy project.</p> <p>SW is unsure about using CP Media for cost reasons.</p> <p>Project funding:</p> <ul style="list-style-type: none"> • Aim: HAZ funding to support HNF wayfinding in partnership with Harlesden Green Neighbourhoods Project. (TBC) <p>Harlesden wayfinding</p> <ul style="list-style-type: none"> • IE mentioned that the celebration on 9th July 4.00 – 5.30 pm – feedback and thanks • Banners are on lamp posts between Park Parade, Manor Park Road, Craven Park Road and High Street. 	<p>https://haveyoursay.brent.gov.uk/en-GB/folders/brent-green-neighbourhoods</p> <p>See the draft project application attached.</p> <p>IE to check costs and offers with CP Media.</p> <p>IE to write to the Council need a little reminder to repair many lamp posts as it was complicated to find a good quantity that could host the banners.</p>
5.	Clean air and environment	

	<p>Breathe London node</p> <ul style="list-style-type: none"> • AA suggests that the next step is to organise a meeting with Councillors and TfL representatives to present data and hold them to account for the clean air. • AA reported that Breathe London organised a social gathering. AA is keen to have some health professionals attending, and Kayla from Imperial College will put her in touch with them to arrange a meeting in September where we can present the data. <p>Meeting with Roundwood councillors</p> <ul style="list-style-type: none"> • AA mentioned that LB Brent Park Services had not followed up on several actions and requests. AA suggests speaking directly with the councillors responsible for the area. <p>Bramshill open space: residents have started an e-petition as they are unhappy with the council survey addressed only to people living near the space. The petition will be discussed at the cabinet meeting on Monday, 18th July.</p> <p>Tubbs Road pocket park</p> <ul style="list-style-type: none"> • MC updated the trustees on the next steps. • ParkSservices have explained that the playground would need safety checks which would imply costs for the council, but they agreed on a couple of things that came out of the resident survey • SW asks why should the Forum apply for funding and if this is usually the procedure. MC will write to Mili Patel to ask why there is no budget for that and if we need to apply for NCIL <p>BBC interviews about the heat in the town centre. They have interviewed two residents and will try to reach out to parents of children attending schools near the town centre.</p>	<p>AA to follow up with ICL and Councillors</p> <p>AA to follow up with Roundwood Councillors</p> <p>AA Contact Yolanda for Bramshill updates</p> <p>MC to get in touch with Mili Patel about Tubbs Road Pocket Park's agreed plan for further discussion.</p> <p>IE to contact BBC about the follow-up</p>
6.	<p>AOB</p> <ul style="list-style-type: none"> • PA and CG attended the Neighbourhood Planners London state of neighbourhood planning London 2022 launch. • 21 September - third Neighbourhood Planners London conference will be hosted by St John's Waterloo on the afternoon of 21 September. • CG invited trustees for the 18th September Furness Park day event • AA attended London action climate week at Locality and the Breathe London community programme group. Not a lot of very new or practical information came out of it except for the fact that the Mayor of London will soon restart the Climate Kick-Start Prize. Last year, five schools were awarded £10,000 to kick-start or accelerate environmental action. • SW asks to send the info to Newman College. 	<p>CG to send more info for a newsletter about 18th September</p> <p>IE to send info about kickstart prize to Newman college</p>

7.	Date and venue of the following trustee meetings & planning meetings Wednesday, 5 th September 6-7.30 pm	IE to send agenda and minutes to Trustees