

Harlesden Neighbourhood Forum

Trustee meeting minutes

Date and time of the meeting	Monday 18 th September 6.30-7.45 pm
Location	Kaleo
Attending	Ilaria Esposito (IE) (Coordinator), Colin George (CG), Sandra White (SW), Amandine Alexandre Hughes (AA) Jose Trueba (JT) Julieta Galarza (JG) (Trustees)
Guests	Gavin Bond
Apologies	
Absent	

Agenda item	Discussion (Key discussion and agreed points)	Actions
1.	Welcome / Introduction. • SW welcomed everyone. • Trustees approved 5th July 2023 trustee meeting minutes. • Conflict of interest register check: none disclosed. • SW mentioned that we have received an application from a resident to become a trustee	
2.	Organisational development • IE reported that The Freeman Centre is not ready yet for use. SW met Atara Fidler from Crisis to check if there is a possibility to reside there. On 5th October, SW will meet with Refugee Education UK to inquire about the lighthouse progression and possibly to follow up on the coworking space opportunity. • Trustees and volunteers' recruitment: Gavin Bond, a resident, has applied and had his first interview. • SW invited Gavin to attend the meeting, introduce himself, and explain why he wanted to join the board. Trustees were delighted with Gavin's presentation and skills and approved his appointment as trustee of the Harlesden Neighbourhood Forum. • IE mentioned the Policies review. All policies need to be updated. • SW mentioned that a meeting among trustees is needed for the coordinator's salary review. • updated on the meeting with Harlesden and Kensal Green Councillors. CG mentioned that we need to meet with the Roundwood Councillors and other Councillors interested in the Forum area. • SW mentioned that all trustees need safeguarding training. JG will inform IE about a company they use to deliver safeguarding to trustees.	IE to send appointment email to GB Amend charity commission and insurance SW to organise a meeting for trustees to talk about salary review. • IE to identify Safeguarding training for all trustees • IE to send invitations to other councillors and send minutes

		Next meeting to ask CG to deliver an info session on the extension of boundaries of the forum and the current one.
3.	Funding The London City Bridge Trust The application is ready to get in. Trust for London We have applied to core cost extensions for 55k over two years. Trust for London Granted the Forum the funding. Tubbs Road Pocket Park Ilaria has drafted a first application. Support needed. <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 <u>NCIL community grant</u> opened last week. To enquiry about the budget allocated <u>Heritage found</u> up to £250,000 create better places to live, work and visit <u>https://www.heritagefund.org.uk/funding/what-we-fund</u> IE has met LEAP an organisation that has helped Harlesden Primary to refurbish and rewild the playground. A meeting at the pocket park will happen in October so LEAP can help with the process. JT said that he would like to join the work around it 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. Football Foundation PlayZone A consultation will be on 23rd September from 2-6 pm for young people at Roundwood youth centre. 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 local heritage projects focused on the heritage of traditional clothes and attire. Some activities will include young creatives acquiring	IE to follow up on all the application processes. IE to investigate HS2 funding. IE to investigate National Lottery and the Oak Foundation IE and MC to follow up on application process for Tubbs. IE to include JT in the Tubbs pocket Park process IE,JT,SW to start meeting for a fundraising strategy IE to wrap up the art competition

	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. 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 that Jennifer Wilson from the Forum planning team is moving from Harlesden due to a new job. Therefore, she is resigning as she will not have the time anymore. • CG reported Recently discussed planning applications. • Silvertime application.CG reported the view of the planning team. CG also brought research to showcase the approval of other adult gaming centres in Neasden and Willesden. The planning committee has been postponed in October to take the final decision. • SW and CG attended the Boundaries review consultations in Church End. Boundary maps discussed. Till Church End residents acknowledge it is a good idea. However, the trustees are concerned that no organisation from Church End has joined yet to carry on the process. • SW will speak with organisation leaders in Church End to facilitate this process. • Bowling green tender: the information about the tender has not been confirmed yet by the Council. • Cycle route: Green Corridor- CG reported on a very early consultation done with different groups of residents. • Park Royal business showcase: CG reported a very well-organised event with more than 1000 people working there, which would be great to include in our membership.	IE to collate data from Church End consultations. IE will contact United boarders. SW to meet with Free the forgotten.
5.	Events Car Free Day – 22 Sept in Harlesden – Crownhill Road AA and CG will showcase the Extension of Boundaries Survey, Clean Air work/data and quiz for the residents and students.IE will support and help with new members sign ups.	IE to liaise with guests and the venue for logistics. IE to invite all elected members.

	Forum Public meeting and Brent Environmental Network at Roundwood Park Draft Agenda: • Guests and partners working on environmental proposals and projects showcase community engagement opportunities. • Opening - Chair HNF Sandra White and Brent Climate Emergency Strategy Manager Tom Welsh • Our Space Award plaque to Roundwood Edible Community Garden • Agree on Terms of Reference Church End & • Roundwood Brent Environmental Network • Update on the Work of the Climate Emergency Team • Harlesden Neighbourhood Plan 2019-2034 policies on • environment and green spaces • Mapping local initiatives/projects/support needed • Decide on joint projects HHAZ Exhibition Everything is ready, and Willesden Green Library is booked. Brent is holding the funding to the Young Brent Foundation at the moment. IE proposed for the merchandise to be exhibited at Kaleo café as well	
6.	Clean air and environment Breathe London Community Programme • AA updated the quarterly report and contacted Powerday for an initial conversation. Clean Air Strategy – Brent Council • AA contacted to showcase how to work on clean air when people are affected by air pollution. Updates on clean air day and school streets. • AA is waiting for responses. SW suggested JT to see if someone from the Latin American community has been affected by air pollution and would speak about it. Littering around Harlesden and green spaces – New contract went to Continental Landscape. • IE attended the Climate Ambassadors Meeting on Thursday, 7 September, 5.00-6.30 pm ○ Sustrans Green Corridors coproduction meetings ○ Faces of Climate Change Comp – deadline 30 September (encouraging entries and sharing the poster)	

	○ Carbon Footprint posters in community languages – NK to circulate to group. ○ Repurposed bike project coming up – more to follow. ○ Church End & Roundwood Environmental Network Meeting & joint Harlesden Neighbourhood Forum Meeting (Sat 7 Oct) ○ Car Free Day – 22 Sept in Harlesden ○ Eco Peace Delegation Visit to Brent on Thu 21 Sept ○ Brent Environmental Newsletter deadline for items to include – Mon 18 September ○ New Schools Coordinator appointed – Charlotte Milner ○ ACTIONS: ○ The group discussed terms of reference – and agreed to share it with others for comment. ○ Next meeting – Thursday 9 Nov @5pm	
	Date and venue of the next trustee meetings & planning meetings Proposal to have a meeting on 7th November 6-7.30 pm face to face	IE to send agenda and minutes to Trustees.