

Harlesden Neighbourhood Forum

Trustee meeting minutes

Date and time of the meeting	Tuesday 18 <sup>th</sup> October 2022– 6.00-7.30 pm
Location	Zoom
Attending	Ilaria Esposito (IE) ( <b>Coordinator</b> ), Colin George (CG), Margaret Cox (MC), Paul Anders (PA), Sandra White (SW), Amandine Alexandre (AA), Julieta Galarza (JG) Jose Trueba (JT) ( <b>Trustees</b> )
Guests	
Apologies	
Absent	

Agenda item	Discussion (Key discussion and agreed points)	Actions
1.	<p><b>Welcome / Introduction.</b></p> <ul style="list-style-type: none"> <li>• <b>SW</b> welcomed everyone</li> <li>• <b>Trustees</b> approved 7<sup>th</sup> September 2022 trustee meeting minutes</li> <li>• Conflict of interest register check: none disclosed.</li> </ul>	
2.	<p><b>Organisational development</b></p> <ul style="list-style-type: none"> <li>• <b>IE</b> reported on the exchange of emails with the Charity Commission.</li> <li>• Regulatory Authority Case Officer confirmed that the changes to Article 13.2 were approved on 20<sup>th</sup> July 2022, and the central register has been updated.</li> <li>• Amendment to charitable objects: remove 'provision of housing' has been approved by the Commission on 20<sup>th</sup> September 2022</li> <li>• <i>Any alteration of clause 3 (Objects), clause 31 (Voluntary winding up or dissolution), this clause, or of any provision where the alteration would provide authorisation for any benefit to be obtained by trustees or members of the CIO or persons connected with them, requires the prior written consent of the Charity Commission.</i></li> <li>• We should pass a resolution at the December Forum meeting on 7<sup>th</sup> December to make the change of objects valid.</li> <li>• <b>IE</b> and <b>SW</b> contacted Refugee Education UK to enquire about hotdesking at the Lighthouse. The meeting is set for 1<sup>st</sup> November.</li> </ul>	<p><b>IE</b> to include in the agenda of the December meeting</p>

<p>3.</p>	<p><b>Planning updates</b></p> <p><b>Updates on planning applications:</b></p> <p>CG reported on Disotto development, Challenge Close variation of condition objection, BT screens follow-up, overconcentration of HMOs, and empty shops, including ex-William Hill in Station Road and Park Parade.</p> <ul style="list-style-type: none"> <li>• CG said that an application had been made for Joy House to become a permanent hostel, and that Brent Council for temporary accommodation had taken over the Stay Club. <b>SW</b> said that the overconcentration is visible and there might be property functioning as non-registered HMOs on Fortungate Road.</li> <li>• CG reports on William Hill; the planning team did extensive research. Around September 2021, mailboxes were attached outside the vacant William Hill premises on Station Rd and Park Parade. The boxes are of a similar style/lettering, which suggests they are linked in some way. If a legitimate business has legal access to a building, why would it need a nameplate mailbox stuck to the wall outside? Although it seems obvious something is odd, would any authority (Trading Standards/Police) be interested or have the capacity to follow up unless a specific fraud complaint was made?</li> <li>• From Companies House data, it becomes clear there is a web of businesses/names/addresses listed at vacant premises with online shops using similar websites</li> <li>• Reinforced relationship with planning enforcement is bringing results on the Disotto development and the Challenge Close variation of condition on a planning application from 2015.</li> <li>• CG reported on the Grand Union Alliance meeting on 04/10/2022. OPDC is consulting on two planning documents from 27th September to midnight 8th November 2022.</li> <li>• <b>Trustees</b> discussed the draft survey for boundary extensions delivered at the Church end festival. <b>CG</b> and <b>IE</b> explained that many people were keen to extend the boundaries, but some do not know the area or do not speak English, so they do not know how to get involved or may not trust any proposal.</li> <li>• <b>AA</b> reports about Roundwood Park playground work to start in November and toilets being closed for a long time. Kelly Eton - Park services manager, confirmed that the disabled toilet is temporarily open.</li> <li>• <b>AA</b> updated on school street CCTV camera. On 21<sup>st</sup> October camera will be working at John Keeble primary school.</li> <li>• <b>AA</b> is looking for contact details to investigate the Wembley to Willesden TFL cycle path. <b>SW</b> will ask the Council for clarifications.</li> </ul>	<p><b>IE and AA to</b> Include a reminder on the newsletter about school street and why we have it.</p> <p><a href="#">Draft Planning Obligations Supplementary Planning Document (POSPD)</a></p> <p><a href="#">Draft Validation Checklist</a></p> <p><b>IE</b> to put the consultation online</p>
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	<ul style="list-style-type: none"> <li>• <b>Bramshill open space refurbishment:</b> IE explains Philip's involvement in the consultation around planning. AA is not clear on the CCTV camera installed there. MC referred to the antisocial behaviour happening in the open space. MC said that it would be wise to have a long-term plan and for the Forum to have a look.</li> <li>• <b>Tubbs Road pocket park updates:</b> MC is adapting the residents' requests and park services and is returning to Samantha Heines after SW has a meeting with Brent Council about funding.</li> </ul>	
4.	<p><b>Forum meetings: Wednesday, 7<sup>th</sup> December</b></p> <p>IE explained that we needed a venue to hold it as the Salvation Army hall may not be available.</p> <p><b>The draft agenda</b></p> <ol style="list-style-type: none"> <li>1. Venue: Salvation Army or Roundwood Youth Centre tbc</li> <li>2. Resolution for changes of objects</li> <li>3. Guest speakers - stalls</li> <li>4. Format</li> </ol> <p>CG, MC, SW said that the format needs to change again so there is no slide next time, as people engage more when we have different stalls. The trustees should present the work done.</p> <p>CG asks for the extension of the boundaries survey to be put up online so that we can share results at the meeting and then forward them to Brent for the official consultation.</p> <p>AA would like to have someone from TfL as they announced that there would be a cycle path between Willesden and Wembley. Ask the council to give us a contact from TfL people to ask about what is happening to healthy street.</p> <p>MC would like to invite Yolanda (the resident who started the petition) to speak about the Bramshill open space proposal.</p>	<p>IE to find a venue</p> <p>To give contact to AA for TfL</p> <p>MC to contact Yolanda</p>
5.	<p><b>Culture and Heritage</b></p> <p><b>HAZ cultural consortium</b></p> <ul style="list-style-type: none"> <li>• 1000 years of Harlesden is the project presented to the HAZ consortium to continue the wayfinding tradition. The theme will be culture and heritage.</li> </ul> <p>'What traditions did your culture have to preserve the planet, and how can we use those in Harlesden today and in the future?'</p> <p>SW reports that the project has been funded with the following funding however, payment has yet to be received.</p> <ul style="list-style-type: none"> <li>• Heritage Action Zone £6150</li> <li>• Elevate fund £5000</li> </ul>	<p>See webpage</p> <p><a href="https://youngbrentfoundation.org.uk/harlesden-heritage-action-zone-hhaz-8">https://youngbrentfoundation.org.uk/harlesden-heritage-action-zone-hhaz-8</a></p> <p>IE to chase Young Brent Foundation for payments</p>

	<p><b>IE</b> announced that the art competition would be launched at the end of October/beginning of November, with the first workshop at a family wellbeing centre on 20<sup>th</sup> October. From the flyer, the other three workshops will be delivered on the 28<sup>th</sup> of October and the 19<sup>th</sup> and 20<sup>th</sup> of November 2022</p>	
6.	<p><b>Clean air and environment</b></p> <p><b>Our Space Award – Roundwood Park</b></p> <p><b>IE</b> reported that the gardening group increased in numbers and diversity, and maintenance managed by Forest and Family is going well, apart from park services asking for fees.</p> <p><b>Green Neighbourhoods</b></p> <p><b>IE</b> reminded that The Forum, in cooperation with the Climate Action Team at Brent Council, acts as a Green Neighbourhood Climate Ambassador. (£1000 lump sum for the service).</p> <p>The Forum is delivering:</p> <ul style="list-style-type: none"> <li>• Survey Church End and Roundwood, running to 30 October 2022 <b>(done)</b></li> <li>• Run two educational awareness sessions: <ul style="list-style-type: none"> <li>- Reduce; Reuse; Recycle <b>(done)</b></li> <li>- Reducing food waste</li> <li>- 1 x Climate change workshop <b>(delivered on Sunday 16<sup>th</sup> October at Roundwood)</b></li> </ul> </li> </ul>	<p><b>IE</b> to get in touch with <b>AA</b> to Discuss a proposal to Councillors to make different procedures and fees for community events not generating revenues.</p> <p><a href="https://haveyoursay.brent.gov.uk/en-GB/folders/brent-green-neighbourhoods">https://haveyoursay.brent.gov.uk/en-GB/folders/brent-green-neighbourhoods</a></p> <p>Our copy of the survey <a href="https://forms.gle/j4Dpjg4LxMiXifUW9">https://forms.gle/j4Dpjg4LxMiXifUW9</a></p> <p><b>IE</b> to meet with Nadia Khan about the art installation</p>
6.	<p><b>AOB</b></p> <p><b>AA</b> and Philip Fry to attend a meeting with the Football Foundation.</p> <p>Initial information meeting regarding the Football Foundation PlayZone 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 &amp; girls, LSEG (People from low socio-economic groups), people affected by disability &amp; long-term-health conditions, groups and ethnically diverse communities.</p>	<p><b>AA</b> to send minutes to Trustees <a href="#">Football Foundations PlayZone</a></p>
7.	<p><b>Date and venue of the next trustee meetings &amp; planning meetings</b></p> <p>Tuesday, 22nd November 6-7.30 pm</p>	<p><b>IE</b> to send agenda and minutes to <b>Trustees</b></p>