

Harlesden Neighbourhood Forum

Trustee meeting minutes

Date and time of the meeting	Tuesday 9 <sup>th</sup> November 2021– 6.00-7.00 pm
Location	Online Zoom
Attending	Ilaria Esposito (IE), Colin George (CG), Margaret Cox (MC), Paul Anders (PA), Nouh Abukar(NA), Sandra White (SW). Amandine Alexandre (AA) <b>Committee Members (CM)</b>
Guests	
Apologies	Madeleine Jennings (MJ)
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>CM</b> approves 29<sup>th</sup> September 2021 minutes</li> <li>• Conflict of interest register check: none disclosed.</li> </ul>	
2.	<p><b>Ambassadors induction and follow up</b></p> <p><b>SW</b> invited everyone to share feedback about the Ambassador induction meeting:</p> <ul style="list-style-type: none"> <li>○ <b>CM</b> reflected that it was good overall and also the socialising part.</li> <li>○ <b>MC</b> thought the expectation and motivation part at the end was not needed.</li> <li>○ <b>PA</b> thought that would be a good idea and a sign of respect to hold follow-up meetings. <b>SW</b> said it is essential to involve them in actions and projects and get feedback or new ideas.</li> <li>○ <b>AA</b> proposed to use Bent magazine to bring up some of the issues discussed during the ambassadors meeting.</li> </ul>	<p><b>IE</b> to organize a meeting quarterly with Ambassadors</p>
3.	<p><b>Annual general meeting</b></p> <ul style="list-style-type: none"> <li>• <b>SW</b> presented the proposal to amend the constitution to allow trustees outside the forum boundaries to become part of the committee. <b>SW</b> explained that the forum does not cover specific skills, like human resources and funding. At the moment, nobody has applied to become a trustee. People with a lot of experience will gladly offer their time to be trustees and help us develop as a Forum and as a charity. (lists of professionals are available online)</li> <li>• <b>CG</b> asks why we need to amend.</li> </ul>	<p><b>IE</b> to look into venue Royal Oak Covid permitting.</p> <p><b>SW</b> to check if the CIO constitution needs to be amended</p>

	<ul style="list-style-type: none"> <li>• <b>CM</b> discussed that some trustees live outside the forum boundaries, and they do not have voting rights. <b>SW</b> will consult the charity commission to check our interpretation better and understand the best solution to grant membership and other people.</li> </ul> <p><b>Meeting Format:</b></p> <ul style="list-style-type: none"> <li>• <b>CM</b> suggested having a Forum meeting to update members and have the AGM in the new year.</li> <li>• <b>CG</b> and <b>MC</b> suggest a shorter agenda and have thematic tables, food, stalls and talks</li> </ul>	<p><b>IE</b> to contact Koen Rutten again from Planning Aid for London to support the process</p> <p><b>IE</b> to suggest a feasible format for the December meeting</p> <p><b>IE</b> to prepare and send out an invitation</p>
4.	<p><b>Boundaries extension</b></p> <ul style="list-style-type: none"> <li>• <b>IE</b> reminded the CM about the possibility of Planning aid for London supporting our process of consulting for boundaries extension <a href="https://planningaidforlondon.org.uk/">https://planningaidforlondon.org.uk/</a></li> <li>• <b>CM</b> agreed to have them support us with the extension of boundaries consultation.</li> </ul>	<p><b>IE</b> Inform Brent planning officer</p> <p><b>IE</b> to organise a call between CG and PAFL</p> <p><b>IE</b> Inform Brent planning officer once the consultation format has been agreed within the CM</p>
4.	<p><b>Clean air and clean environment</b></p> <ul style="list-style-type: none"> <li>• Tree planting: Powerday is happy to donate the Forum trees to mitigate clean air. Our member organisations mainly working in Roundwood park and Bramshill would like the trees planted. We have tried to speak with the parks management team several times, and the response is minimal. Mili Patel intervened in each conversation to get things moving but still waiting for the team to come back to us.</li> <li>• <b>CM</b> believe that before engaging with Powerday and their social corporate responsibility strategy, there is the need for a transparent conversation around clean air and the role they might play in it.</li> <li>• <b>MC</b> suggested that the Council deal directly with tree planting donations from Powerday.</li> <li>• <b>AA</b> suggested contacting an expert who can give us data about air pollution before engaging in a constructive conversation</li> </ul>	<p><b>AA</b> to contact the expert on air pollution. Follow up:</p> <p><b>IE</b> to organise a meeting among SW, MC, <b>AA</b> and Powerday to talk about their clean air strategy.</p>
9.	<p><b>Date and venue of the following committee meetings</b></p> <ul style="list-style-type: none"> <li>• <b>Proposal to have a meeting on</b> Tuesday 9 December 2021 at 6 pm (more extended meeting) 1h 30 min</li> </ul>	<p><b>IE</b> to send agenda and minutes to <b>CM</b></p>