

Harlesden, 15<sup>th</sup> July 2020

CM (2020)0715 Minutes

**Harlesden Neighbourhood Forum - Committee Meeting**

**Minutes of the Meeting**

<b>Date and time of the meeting</b>	Wednesday 15 <sup>th</sup> July 2020 – 6.00-7.00pm
<b>Location</b>	Online Zoom
<b>Attending</b>	Ilaria Esposito (IE), Atara Fridler (AF), Paul Anders (PA), Margaret Cox (MC), Colin George (CG), Madeleine Jennings (MJ), Sandra White (SW)
<b>Guests</b>	
<b>Apologies</b>	
<b>Absent</b>	James Pawney (JP) Nick Jones (NJ)

<b>Agenda item</b>	<b>Discussion (Key discussion and agreed points)</b>	<b>Actions</b>
1.	<p><b>Welcome / Introduction</b></p> <ul style="list-style-type: none"> <li>● <b>MJ</b> welcomes the Committee</li> <li>● Minutes and actions from 01/07/2020 meeting adopted.</li> </ul>	
2.	<p><b>Updates on COVID -19 Social distance survey</b></p> <ul style="list-style-type: none"> <li>● <b>IE</b> and <b>MJ</b> confirm the final Survey report has been sent to Transport Brent, OPDC, the new town manager (Anna Doyle), Councillors Mili Patel and Matt Kelcher.</li> <li>● <b>MJ</b> thanks everyone that has been working on the Survey.</li> <li>● <b>AF</b> shared the report with Pascoe Sawyers is Head of Strategy and Partnerships at Brent Council.</li> <li>● <b>Committee</b> agrees to disseminate the report to support changes in the area</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>MJ</b> will send the report to Councillors responsible for Kensal rise area.</li> <li><input type="checkbox"/> <b>IE</b> will disseminate the report in the next newsletter</li> <li><input type="checkbox"/> Share on website and socials.</li> </ul>
3.	<p><b>Planning Applications procedure and forms</b></p> <ul style="list-style-type: none"> <li>● <b>CG</b> has spent some time to develop an internal procedure to select and respond to planning applications. Will share soon.</li> <li>● <b>CG</b> has prepared comments on the planning application submitted by the Salvation Army. CG reported that they were almost ready.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>CG</b> will send a draft to IE to be enclosed in the minutes</li> <li><input type="checkbox"/> <b>CG</b> to share draft internal procedure</li> </ul>

4.	<p><b>Canal towpath-closure</b></p> <ul style="list-style-type: none"> <li>National Grid is closing the canal towpath between The Collective @ Old Oak Lane and Scrubs Lane for four months from Monday 20th July to 6th November. This is for decommissioning of cables. This is a big problem for all people who use this for walking and cycling.</li> <li><b>MJ, CG</b> supports the petition. There has been no community involvement to inform resident or people using the path about the closure even though they claim they have done it. HNF will highlight that community consultation is paramount in planning such works.</li> <li><b>Committee</b> approves support to the petition - to ask National Grid to look into options for keeping access open.</li> <li><b>16/07/2020 update from London Cables:</b> In the meanwhile, London Cable Decommissioning works were initially planned to start on Monday 20th July. However, these works have been delayed in September while they finalise working arrangements with the Canal &amp; River Trust.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>MJ</b> writes a draft letter</li> </ul> <p>HNF will write to:  <a href="mailto:Roz.Henville@london.gov.uk">Roz.Henville@london.gov.uk</a>  <a href="mailto:londoncables@communityrelations.co.uk">londoncables@communityrelations.co.uk</a>  <a href="mailto:BellJ@ealing.gov.uk">BellJ@ealing.gov.uk</a></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Include info for the petition in the newsletter</li> </ul> <p><a href="#">canal towpath-closure</a>  link to the petition  <a href="http://chng.it/xJmKgwfcD8">http://chng.it/xJmKgwfcD8</a></p>
5.	<p><b>Application for Re-designation as Neighbourhood Forum</b></p> <ul style="list-style-type: none"> <li><b>IE</b> shares timeline progress and the intention to start writing the new application with Committee support</li> <li><b>CG</b> and <b>AF</b> express the plan to support <b>IE</b> in the application process</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>IE</b> to report on steps and timeline updates</li> <li><input type="checkbox"/> <b>IE</b> to draft survey for community involvement to be sent before 28/07/202 via newsletter</li> <li><input type="checkbox"/> <b>IE, AF, CG</b> To draft application</li> </ul> <p><a href="#">link to re-designation folder</a>  <a href="#">link to the draft timeline</a></p>
6.	<p><b>Veolia's 2020 funding</b></p> <p>Will now consider proposals that set out to revive the vital community groups, services and spaces that have suffered in recent months. Projects that connect people and communities, and encourage people to reduce their environmental footprint, are of interest.</p> <p>Eligible projects could receive a cash boost of up to £2000, resources or staff volunteers. To be considered, a project must demonstrate one of the following:</p> <ul style="list-style-type: none"> <li>Its use of recycled, reused, or reclaimed materials</li> <li>Its ability to protect and preserve resources</li> <li>Its enhancement of local environments</li> <li>How it will help the community group to bounce back from the pandemic.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>IE</b> will take part in the webinar on 23rd July</li> <li><input type="checkbox"/> <b>IE</b> will check feasibility with deadlines and timeline and if the funding can support our away day meeting</li> </ul>
7.	<p><b>Organisational setup</b></p> <ul style="list-style-type: none"> <li><b>PA</b> provides updates on the state of implementation: <ol style="list-style-type: none"> <li><i>Employment Status and Payroll. Pension scheme set up needs final arrangements.</i></li> <li><i>Public Liability offer is on hold with Case insurance - done</i></li> <li><i>Set up a Remote working desk for the Coordinator. done</i></li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>IE</b> to format all the policy in the allocated folder</li> <li><input type="checkbox"/> <b>IE, MJ, and PA</b> will fill and submit the form to NatWest bank</li> </ul>

	<ul style="list-style-type: none"> <li>● <b>IE</b> give updates on policies.</li> <li>● <b>The Committee has formally requested that Ilaria Esposito, the new Coordinator and Madeleine Jennings, the newly elected chair would be added on the HNF bank account with their signature.</b></li> </ul>	
8.	<p><b>Internal election of a new Vice-Chair</b></p> <ul style="list-style-type: none"> <li>● <b>MJ</b> invites Committee members to put their candidacy forward.</li> <li>● <b>SW</b> expresses her intention to become Vice-Chair, even though she is new. She feels that she can support and help guide the HNF with the support of the Committee.</li> <li>● <b>SW</b> has been elected new Vice-Chair</li> <li>● <b>AF</b> will check with <b>NJ</b> if he still wants to hold the position of Vice-Chair and if we can have 2 Vice-Chair according to new Constitution.</li> <li>● <b>Committee</b> discussed the procedure and will prepare a <u>Call for new trustees</u> to come on board.</li> <li>● <b>Committee</b> is concerned about <b>JP</b> and <b>NJ</b> not taking part to Committee meeting since lockdown.</li> </ul>	<ul style="list-style-type: none"> <li>□ <b>AF, MJ</b> to come up with a procedure to recruit new Trustees</li> <li>□ <b>MJ, AF</b> prepare a statement for the election of Chair and Vice-chair to be included in the newsletter</li> <li>□ <b>MJ</b> will check with constitution requirement about absent members. <b>MJ</b> will contact <b>JP</b> and <b>NJ</b> to define next steps to allow participation.</li> </ul>
9.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>● <b>Awayday: MJ</b> explains that it would be better to organise <i>face to face</i> in September.</li> <li>● <b>Quality of air: MC</b> expressed concern about trucks and lorries passing through Harlesden.</li> <li>● <b>SW</b> investigated on how other communities have advocated, worked in partnership with Councils and banned lorries on high streets</li> <li>● <b>CG</b> raised a flag and informed Committee about events that might happen in September – street parties.</li> </ul>	<ul style="list-style-type: none"> <li>□ <b>Awayday: MJ</b> and <b>IE</b> will draft an agenda, and draft brainstorming questions before the meeting, on <a href="#">Padlets</a></li> <li>□ <b>Quality of air: MC</b> and <b>SW</b> will research and possibly suggest an advocacy strategy - follow up @ next meeting</li> </ul>
10.	<p><b>Date and venue of the next committee meeting</b> The Committee is adjourned on Tuesday 28<sup>th</sup> July 2020</p>	<ul style="list-style-type: none"> <li>□ <b>IE</b> will send Agenda on 27/07/2020</li> </ul>