

Item	Minutes	Actions
1	<p><b>Welcome &amp; Introductions:</b></p> <ul style="list-style-type: none"> <li>The Chair welcomed all to the meeting and thanked them for attending.</li> <li>The Chair asked everyone to review the minutes from the last meeting. The minutes were adopted.</li> <li>The Chair provided a brief update on the draft Neighbourhood Plan, stating that it is now available in electronic form. The Forum committee is keen to receive comments on the plan and for people to see this as a chance to reshape it until it represents their views fully.</li> <li>The plan is available on the Forum’s website: <a href="http://www.harlesdenneighbourhoodforum.com/news">http://www.harlesdenneighbourhoodforum.com/news</a>. Please email feedback to <a href="mailto:info@harlesdenneighbourhoodforum.com">info@harlesdenneighbourhoodforum.com</a></li> <li>The formal pre-submission consultation is likely to start on 30<sup>th</sup> January and will last for six weeks until 12<sup>th</sup> March. It is hoped that we can go to referendum in summer / autumn 2017.</li> </ul> <p><b>Tree planting in Harlesden (Nick Jones, committee member and lead of the environment &amp; open space working group)</b></p> <ul style="list-style-type: none"> <li>Nick recently met Martin Page, Principal Landscape Architect at Brent Council. Following the success of the work by Kensal Green Streets and Brent Council to plant trees in the Kensal Green area, Brent is hoping to extend tree planting across Harlesden. Forum members and local residents to contact Nick to share ideas about tree planting on streets in Harlesden via <a href="mailto:info@harlesdenneighbourhoodforum.com">info@harlesdenneighbourhoodforum.com</a></li> </ul>	<p>All to review draft neighbourhood plan and share comments via email address provided.</p>
2	<p><b>Feedback on Harlesden Hub pilot (Sadie East and Fiona Kivett, Brent Council)</b></p> <ul style="list-style-type: none"> <li>Sadie and Fiona gave a presentation on the key evaluation findings from the Harlesden Hub project, explaining that it had been a chance to work in partnership with the community and trial something different.</li> <li>The hub ran for two weeks in the Tavistock Hall and in a bus located on the High Street.</li> <li>There were three main elements: 1) creating the physical environment (using zones such as a café area, activity area and exhibition boards); 2) a presence on the high street (the bus); and 3) the schedule of activities which evolved throughout the project as more people / organisations came forward to offer ideas for activities</li> </ul>	

- There were 647 visits in total to the bus and hub. The partnerships created and combined efforts were important elements.
- Sadie and Fiona discussed what worked well and what could be improved and are now looking at how to move forward (through a temporary hub in Harlesden and then a longer-term, more sustainable hub model). See the full update from Brent Council for further details of evaluation findings at <http://www.harlesdenneighbourhoodforum.com/othernews>.

#### Q&A session

- Q: Was there anything that stood out that people wanted to know more about when they visited the hub?
- A: Benefits and council tax advice. Also significant that community members came forward with own ideas for activities not related to having needs or issues e.g. young people's social networking event. There were lots of different things happening in one space.
- There was a suggestion that the new temporary hub includes advice on benefits and council tax advice as it was more effective to speak to council officers about this in person rather than trying to get through on the phone.
- Q: There are lots of private landlords in the area – is there any approach for private rented sector tenants to feel safer?
- A: In the hub there was Brent Community Advice Network (BCAN) and Advice 4 Renters to support renters
- Q: Request to clarify what the council is doing more globally? Are there plans to unroll the hub model across the borough?
- A: At the moment the focus is on Harlesden but in future it might spread to other parts of Brent.
- Q: How does the hub relate to regeneration in Harlesden?
- A: The council is now looking at its regeneration strategy. The Strategic Director for Regeneration visited the hub and was impressed with it. The council is also looking at a role based in the area that would join various services / activities such as community safety, local business and environmental services. The council's budget and spending is a big issue and that's why the council is looking at doing things differently and trying to help people earlier on.
- Q: The centre of town is an ugly parking lot – is it possible to change this?
- A: This is addressed in the neighbourhood plan where there is a draft policy allowing the development of Harlesden Plaza to include a town square, with some housing and commercial development. Also the community researchers volunteering for the Forum surveyed people about this site and the survey came back with the same views: people are keen to see a better use of the space.  
Cllr Thomas noted that at a recent council committee meeting it seems that the council genuinely wants

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	<p>to build on the hub work.</p> <ul style="list-style-type: none"> <li>• Q: The draft neighbourhood plan mentions the need for new community facilities such as a hub. What should the Forum's role be in supporting the hub?</li> <li>• A: Cllr Thomas noted that the Forum could work with the council to build and decide on the shape of these facilities. Sadie mentioned that there is a working group responsible for next steps of the hub and Forum representatives sit on this group</li> </ul>	
3	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>• There was a question about the dates of the pre-submission consultation: it will run from 30<sup>th</sup> January to 12<sup>th</sup> March but is available now for comments and discussion.</li> <li>• A question on whether the Forum is looking for more potential areas for housing. The neighbourhood plan lists several sites in Harlesden where housing can be developed.</li> <li>• <b>Poetry competition:</b> announcement of Harlesden poetry competition by community researcher, Ann Fraser. It's a chance for people to express what they feel about Harlesden and there will be a prize for the best entry. The deadline for submissions is 16<sup>th</sup> February 2017</li> </ul>	<p>Submit poems about Harlesden to <a href="mailto:info@harlesdenneighbourhoodforum.com">info@harlesdenneighbourhoodforum.com</a></p>
4	<p><b>Close of formal meeting and intro to festive fun</b></p> <ul style="list-style-type: none"> <li>• There was a chance for networking and refreshments</li> <li>• Raffle winners were announced with prizes donated by local businesses</li> </ul>	

\*There were 13 full Forum members present to qualify the meeting as a General Meeting, as designated by the constitution (requirement of a minimum of 11 members present) and an additional 25 attendees.