

Harlesden Neighbourhood Forum

Trustee meeting minutes

Date and time of the meeting	Monday 12 th July 2021– 6.00-7.00 pm
Location	Zoom
Attending	Ilaria Esposito (IE), Paul Anders (PA), Colin George (CG), Sandra White (SW), Margaret Cox (MC), Nouh Abukar (NA) Committee Members (CM)
Guests	Renette Cronje, Amandine Alexandre – Ambassadors
Apologies	Madeleine Jennings (MJ)
Absent	

Agenda item	Discussion (Key discussion and agreed points)	Actions
1.	<p>Welcome / Introduction.</p> <ul style="list-style-type: none"> • IE welcomed the committee. • Conflict of interest register check: none disclosed. • MJ sent her apologies 	
2.	<p>Harlesden clean up challenge</p> <ul style="list-style-type: none"> • IE presented the brief, and CM discussed logistics for the day. IE explained that contacts have been made with Harlesden Town Garden (HTG) to show one of the conservation areas in our neighbourhood and to give residents and members the opportunity to get involved. HTG will deliver specific activities for children visiting on the day during clean up. IE also introduced the community organisation YWAMUrbankey supporting the event with tables, food donations, drinks and face painting for those completing the challenge. • CM are available for different slots apart from NA who has an appointment • CM thanked the volunteers who left the meeting at this point. 	<p>IE to print subscription on the sign-up form and give it to different locations. CG will deliver tables, chairs and leaflets to different locations of the event. SW – Tubbs the whole day MC – Tubbs from 1 pm Renette- Bramshill the entire day IE – Roundwood Park the whole day PA – Roundwood - morning</p>
3.	<p>Appointment of a new chair</p> <ul style="list-style-type: none"> • MJ informed the committee on 30th June that she will stand down as Chairwhile continuing as trustee for the time being 	<p>SW would need to stand again during the election during the next GA for the decision to be ratified by the membership.</p>

	<ul style="list-style-type: none"> • CM proposed that SW CM be appointed as the new Chair. SW shared her confidence in fulfilling the role due to her local and pan-London experience in the charity sector and her longstanding link with Harlesden, having lived and worked in the community for more than 20 years. • CM shared their support to appoint SW as new Chair • CG asked to check if SW membership was suitable since she lived outside the Forum boundaries. • IE checked the CIO constitution. SW organisation – Principle Factor – is registered as a member organisation working within the Forum boundaries. • SW is appointed the new Chair by the CM. 	
4.	<p>Date and venue of the following committee meetings</p> <ul style="list-style-type: none"> • Proposal to have a meeting on 26th July 2021 6 pm. • CM preferred 27th July 2021 at 6 pm, since SW will not be available on 26th July 	IE to send agenda and minutes to CM