

## Harlesden Neighbourhood Forum Committee Meeting 21<sup>st</sup> November 2017 MINUTES

<b>Date and time of meeting:</b>	Tuesday 21 <sup>st</sup> November 2017, 6.30 – 8.20pm
<b>Location:</b>	Tavistock Hall, Harlesden
<b>Attending:</b>	Leao Neto (LN), Paul Anders (PA), Megan Lewis (ML), Susan Grace (SG), Colin George (CG)
<b>Guests:</b>	Michael Fothergill (MF) – Crisis: Community Led Housing group (CLH)
<b>Apologies:</b>	Atara Fridler (AF), Nick Jones (NJ), Ricky Gardner (RG)

### Meeting notes

Agenda item	Discussion (Key discussion points and agreed points)	Actions
1.	<p><b>Welcome / Introduction</b></p> <ul style="list-style-type: none"> <li>• LN welcomes all and introduces Michael as CLH project representative</li> <li>• LN runs through actions of last Committee Meeting (September) for updates as follows: <ul style="list-style-type: none"> <li>- PA: Bank account and set up is complete. Next steps for CLH project will become clear (see item 2)</li> <li>- Website: SG yet to receive everybody's Bios and photos for the website. Will meet with Megan once received all to look at website together.</li> <li>- OPDC progress: LN Gives update on progress with OPDC regarding Willesden Junction Station and Harlesden connection. Reports back from October walkabout with OPDC and Brent and notes that Ken Hullock and Peter Farnham (OPDC) have since met to review OPDC's suggested amendments to the Local Plan. Appears minimal updates were proposed. LN states disappointment, but we will need to wait for PF to send through more info on 11<sup>th</sup> December. Comments that further work will need to be done in lobbying them. LN makes note of OPDC community forum event on 30<sup>th</sup> November at Collective. PA suggests having a blog/ informal space to report on HNFs lobbying actions and concerns. SG states more could be posted on social media to create a buzz and more discussion. PA agrees, content on website and cross-referenced on social media. SG suggests meeting and lobbying Dawn Butler at her drop-in and also people standing for local council. ML states we are yet to hear feedback from Cllr Muhammed Butt on his work within the OPDC board and Brent's side. CG: Cllr Butt should be briefing us too as OPDC and Harlesden links are important for him too due to competition with the other boroughs.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- <b>Update needed:</b> All outstanding committee members who have not sent their bios and photos to Susan to do so by Friday 1<sup>st</sup> December latest.</li> <li>- <b>Update needed:</b> ML and SG to meet regarding website</li> <li>- <b>In Progress:</b> ML to chase Brent and Cllr Butt for update on their work with lobbying OPDC within the Board. LN to consider next steps in comms.</li> <li>- <b>Update needed:</b> Committee to look at lobbying Dawn Butler and escalating once we hear from Peter Farnham in December</li> <li>- <b>In Progress:</b> ML (with committee help) to post more on social media about ongoing activity and meetings</li> </ul>
2.	<p><b>Community-led housing (CLH) update</b></p> <ul style="list-style-type: none"> <li>• MF introduces the workplan for CLH scoping project produced by Dave Chapman (DC) from Locality. PA states the sequencing looks odd as need to gauge appetite for CLH locally first by</li> </ul>	

	<p>presenting to the forum, before engaging with developers and landowners. ML states agenda item in Forum GM for December where Phil Tulba from Locality will present and we can get thoughts from Forum as well as call for steering group members. LN suggests the workplan is make simpler and accessible for this purpose.</p> <ul style="list-style-type: none"> <li>• SG mentions London Citizens who are delivering Community Land Trusts. SG attended the LC Housing assembly last week. Looking at options for Brent and wanting to deliver 10 sites through their Housing Manifesto (as sent around by SG). Unknown if attached to Locality. SG will make LC introductions and PA/MF will explore if Dave Chapman is aware of LC's work. LN notes connections may be difficult as Citizens UK / LC require organisations to be affiliated.</li> <li>• ML mentions Harlesden Lets who Locality are in communication with also. Queried progress with contacting them. MF suggests Atara Fridler may have arranged meeting via advice for renters. TBC</li> <li>• PA notes ultimately CLH may not be right for HNF depending on skills and capacity and land availability. Could be that LC or Harlesden Lets is more appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Complete:</b> MF/PA to finalise workplan and produce a simplified version for presentation at HNF General Meeting 12<sup>th</sup> December.</li> <li>- <b>Complete:</b> ML to liaise with Phil Tulba (PT) about format of presentation at 12<sup>th</sup> December meeting.</li> <li>- <b>Complete:</b> SG to connect PA with Robert Johnson from London Citizens</li> <li>- <b>Complete:</b> MF/PA to investigate London Citizens and Harlesden Lets further, liaising with AF and DC.</li> </ul>
3.	<p><b>Neighbourhood Plan update</b></p> <ul style="list-style-type: none"> <li>• LN introduces printed sections of plan containing suggested new updates. Explains there will be discussion now, but comments may also be made by end of week in order to stick to NP time scales. This will enable Healthcheck to go ahead as planned. Final plan document will be sent out to Committee for comment prior to submission and 12<sup>th</sup> December general meeting.</li> <li>• ML introduces and explains amendments suggested by Ken Hullock. Main update being to site allocations – recommendations have meant that NP has 3 site allocations, with 4 ‘aspirations’. PA queries reasons for including the aspirations. ML explains these may come up in the next Brent LP document and it adds strength to hold them in the Plan.</li> <li>• ML introduces the draft design principles as produced following workshops and meetings with Historic England and further advice. Also awaiting Harlesden Plaza indicative sketches from Brent. Discusses getting hold of official Mean Fiddler history. SG and CG mention Picture Palace music venue history also. ML states RG should be locating info but also requests official information from other committee members as time is short. LN suggests speaking to local music producer Desmond Washington.</li> <li>• ML explains Heritage and Tall Buildings text amended also following workshops and Car Parking figures following survey – thanks given to CG for undertaking the surveys</li> <li>• SG queries planning history in MPW site – ML to check.</li> <li>• CG queries accessing other planning applications and keeping abreast of Brent LP developments. PA and ML have asked Brent to forward planning applications to HNF – these will be passed to CG.</li> <li>• PA suggests communicating with owners of the Assets of Community Value – ML has corresponded but will look in to meeting for their further support.</li> <li>• SG suggests including Angie’s pub and St Matthews church at St Mary’s Road – ML states these have not been advocated for during consultation and the church is outside the NP area. Committee agrees to stick with current list.</li> <li>• LN requests mention of Methodist Church in the shawl History. SG suggests adding images of the heritage sites. PA queries use of ‘Thriving and vibrant’ in Heritage section as losing meaning. Discussion about better wording to be Busy and multicultural/diverse (or along lines). All agree.</li> <li>• LN rounds up by requesting further comments by end of week.</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Complete:</b> Committee to send any further comments on suggested amendments &amp; additions before Monday 27<sup>th</sup> Nov, and any questions or queries to ML</li> <li>- <b>Complete:</b> ML to check planning history section for MPW</li> <li>- <b>In Progress:</b> ML to pass on Brent Planning application emails to CG onwards, CG to pick out relevant ones</li> <li>- <b>Update needed:</b> ML to initiate further engagement with Assets of community Value- particularly at referendum</li> <li>- <b>Complete:</b> ML to add Shawl Methodist history reference</li> <li>- <b>Update needed:</b> ML to initiate collecting images of heritage assets</li> <li>- <b>Complete:</b> ML to amend ‘thriving and vibrant’ text</li> </ul>

4.	<p><b>CIL project applications</b></p> <p>ML introduces 4 project ideas for application by 1<sup>st</sup> December deadline</p> <ol style="list-style-type: none"> <li>1. SG: Youth Forum proposal SG – series of 2 hr sessions relating to development issues and NP topics in local area, culminating in conference/ event on April 11<sup>th</sup> 2018. Costs required for high profile speakers and successful event. Intended outcome for Youth Forum to be more involved in HNF and NP issues, and more active at meeting, with the aim to nurture local passion and interest and concern for area over time. PA questions where the funding will go, SG will circulate the proposal so it is clear. ML suggests need to identify the HNF and NP milestones over the next 6 months to tie in with youth sessions – make relevant and current. Committee happy to support project.</li> <li>2. ML: Big Lunch proposal for High Street in spring, open to all community. Committee discuss issues with licencing, numbers, road closures, insurance etc. ML already spoken to Grace Nelson and in convo with council on this. CG suggests High Street may be easier than smaller streets anyway. Committee happy to support project. SG suggests City Safe Haven promotion – possible collaboration.</li> <li>3. ML: Station Road/ High street colourful wayfinding proposal for lamppost planters and banners updated 6 monthly for 3 years. SG supports running to library rather than just to the J.Clock – possible tie in with festive lights. Also suggests this could also tie in with improvements to Willeson Junction Harrow Road bridge – unwelcoming welcome sign, bunting etc, messages on banners. CG states similar has been done in Wembley but with big corporate sponsorship. ML to investigate and continue to liaise with Grace Nelson.</li> <li>4. ML: Jannie Kalb (HNF member) improvement to public space at Burns Road – i.e. community bike locker etc. CG states a previous idea was proposed for site and will dig out info. Committee support project pending more info.</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Complete:</b> SG to circulate the project proposal, ML to provide technical details required. SG and RG to continue to liaise with Chair and Forum on project planning</li> <li>2. <b>In progress:</b> ML to continue exploring partnerships and legal requirements</li> <li>3. <b>In progress</b> ML to approach Festive Lights Coop. About partnering. Also investigate further financial support through sponsorship.</li> <li>4. <b>Complete:</b> ML to liaise with Jannie regarding the Burns Road application</li> </ol>
5.	<p><b>Becoming a legal entity</b></p> <ul style="list-style-type: none"> <li>• PA introduces options for HNF – Charity registration, Company Limited by Guarantee (CLBG) incorporation, or Community interest company (CIC)</li> <li>• PA suggests initially applying for Charity recognition and the working towards CLBG, with the expectation of future Community Led Housing work</li> <li>• CG notes this is a lot of work to keep up-to-date. PA states easier option would be to become a CIC which is easier to maintain but fewer tax breaks. Possibility of morphing down the line</li> <li>• Agreed that PA will pursue most logical route at this stage but will liaise with committee if required.</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Update needed:</b> PA to pursue legal entity work further</li> <li>- <b>Update needed:</b> ML to continue to explore routes for local grant-holder organisations in the interim</li> </ul>
6.	<p><b>HNF General Meeting December draft agenda</b></p> <ul style="list-style-type: none"> <li>• Committee happy with agenda as drafted, with following additions: Martin Page (tree Planting) may come along CG suggests he be there to mingle rather than speak; Addition of ‘Youth action’</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Complete</b> ML to look into arranging raffle.</li> <li>- <b>Complete</b> ML to book table at Royal Oak</li> </ul>

	news section from SG and RG relating to Youth Forum proposal; Addition in news headlines about CIL project applications; potential raffle (like last year). Move on to the Royal Oak following the meeting for socialising	
7.	<p><b>HNF Evaluation Survey</b></p> <ul style="list-style-type: none"> <li>• LN introduces need to undertake evaluation to monitor successes and opinion of the Forum</li> <li>• ML suggests this take place in a 10 min session and 12<sup>th</sup> December meeting with a short 1 page survey.</li> <li>• Committee agree</li> </ul>	- Complete ML to circulate draft survey for sign-off prior to meeting
8.	<b>AOB</b> N/A	