



CM 07/02/2022 Meeting Minutes

Harlesden Neighbourhood Forum

Trustee meeting minutes

Date and time of the meeting	Monday 7 <sup>th</sup> February 2022– 6.00-7.00 pm
Location	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	Kristine Wellington (CVS) Jennifer Ogole (BANG edutainment)
Apologies	
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 10<sup>th</sup> January 2022 minutes</li> <li>• Conflict of interest register check: none disclosed.</li> <li>• <b>SW</b> informs <b>CM</b> that the CVS Brent representative will enter the meeting by the end.</li> </ul>	
2.	<p><b>Forum General meeting and Trustee's annual report</b></p> <ul style="list-style-type: none"> <li>• <b>PA</b> informed that the annual accounts and a trustees' annual report had been submitted to the Charity Commission. <b>SW</b> asks the <b>CM</b> to read through the annual report <b>IE</b> sent.</li> <li>• The <b>CM</b> approved the meeting minutes of the 14th December Forum meeting with an amendment. <b>PA</b> asked <b>CG</b> to amend the meeting minutes as we do not need to wait for the local plan to consult on the new boundaries</li> <li>• <b>CM</b> confirmed the AGM date of 22<sup>nd</sup> February.</li> <li>• <b>CM</b> confirmed that the meeting format could stay the same as planned for December, including AGM business's annual report and trustees election.</li> <li>• <b>IE</b> reported that there were no New trustee applications to date.</li> <li>• <b>CM</b> had a conversation around election and reappointment for acclamations. <b>CG</b> and <b>MC</b> will step down as stipulated by the constitution and put themselves forward if they intend to continue as trustees. Voting - only members, so <b>IE</b> will give a voting card to all members.</li> <li>• <b>Networking tables:</b></li> </ul>	<p><b>IE</b> to get in touch with guest speakers about the new date.</p> <p><b>IE</b> will organise small meetings with the trustees to support their activities before and during AGM.</p> <p>New trustees: <b>IE</b> to remind about the opportunity to the Ambassadors and <b>SW</b> to talk to them individually</p>

	<ul style="list-style-type: none"> <li>➤ Clean air and environment (Amandine, Maggie, Andrew Grieve TBC)</li> <li>➤ Harlesden Wayfinding 3<sup>rd</sup> round in cooperation with Metroland Culture and Brent Biennial (Nouh)</li> <li>➤ Planning and boundaries extension consultations (Paul, Colin)</li> <li>➤ Regeneration – Town centre Manager/CVS(TBC)</li> <li>➤ Listed buildings – Donald Insall Associates</li> <li>➤ HAZ – Andreea Queens YBF</li> <li>➤ OPDC – the Canal project – Anita Whittaker</li> <li>➤ Young People Thrive – Zoe Kattah</li> <li>➤ Forest and Families – Katie Mills</li> </ul> <ul style="list-style-type: none"> <li>• <b>SW</b> has been approached by a couple of members enquiring about the number of Forum meetings in a year.</li> <li>• <b>SW</b> asks the <b>CM</b> about the number of forum meetings in a year.</li> <li>• <b>CG</b> said four years are required to inform and get people involved.</li> <li>• <b>MC</b> suggests explaining to members that the Forum has been present with different activities even during the pandemic.</li> <li>• <b>PA</b> recommended having them at least four times a year and publishing the dates well in advance.</li> </ul>	<p><b>IE</b> to propose dates for the remaining quarterly meetings at the next <b>CM</b> meeting.</p> <p><b>SW</b> to invite Leroy Johnson to present the work of the SNT team in one of the Forum meeting</p>
3.	<p><b>Appointment of a Vice-Chair</b></p> <p><b>SW</b> asked the <b>CM</b> to think about the Vice-chair position since the position is not filled.  <b>SW</b> reminded <b>CM</b> that every initiative or proposal should be communicated to the rest of the committee for the coordinator to action any decision.</p>	<p><b>IE</b> to remind committee members to write to me about the Vice-chair position.</p>
4.	<p><b>Clean air and environment</b></p> <p>TFL Wembley to Willesden's healthy street plan seems to have been abandoned, although nothing official yet.</p> <ul style="list-style-type: none"> <li>• <b>AA</b> said to have contacted TFL and Brent and reminded them about TFL's promises for better infrastructure for pedestrians and cyclists in the area.</li> <li>• <b>CG</b> would connect Amandine with Brent's transport liaison</li> </ul> <p><b>London Breathe Node</b></p> <ul style="list-style-type: none"> <li>• <b>AA</b> reported that the Forum has been successful in the application.</li> <li>• Andrew Grieve from Imperial College London will be present at the AGM to consult residents to identify potential installing the pollution monitoring station.</li> </ul> <p><b>Our space award</b></p> <ul style="list-style-type: none"> <li>• <b>IE</b> informed the <b>CM</b> had supported members' applications (Forest and Families &amp; Roundwood café).</li> <li>• <b>IE</b> has been in touch with park management to receive landowner permission</li> <li>• <b>AA</b> represents the Forum leading the funding (£4740) and will meet with main partners once Groundwork pays the first instalment.</li> </ul>	<p><b>AA</b> draft a letter for Councillors.  <b>CG</b> to check with John Cox.  <b>CG</b> will connect Amandine with Brent's transport liaison</p> <p><b>IE</b> to meet Andrew to identify feasible locations to present at AGM</p> <p><b>IE</b> to organise a steering group meeting with AA and partner of the OUR SPACE AWARD projec</p>

	<p><b>NCIL</b></p> <p><b>IE</b> and <b>SW</b> supported bid writing of Youth with a Mission Urban Key application to transform the ex-William Hill premises in Station Road into an entrepreneurial learning café that will use food donated by M&amp;S and Waitrose to lower carbon footprint related to food waste. <b>IE</b> and <b>SW</b> helped as much as they could.</p> <ul style="list-style-type: none"> <li>• <b>MC, PA, CG</b> said that members need to know that applications can be supported only if agreed in advance by <b>CM</b></li> <li>• <b>CM</b> requested that each application be supported after full review from all the trustees.</li> </ul> <p><b>Roundwood Park follows up</b></p> <p><b>IE</b> informed <b>CM</b> that Kelly Eaton <i>Parks, Policy and Projects Manager</i> suggested meeting after 15<sup>th</sup> February. They are finishing a big project on another site and then postponed again.</p> <p><b>AA</b> wrote to Oliver Mayers – Head of Environmental Strategy and Commission to speed up the opportunity to meet on different matters.</p> <p><b>Tubbs Road</b></p> <p>Proposal to collect more responses at AGM on 22nd February and then analyse data. <b>IE</b> informed <b>CM</b> that we have 31 responses online and 10 offline. <b>MC</b> said that Lucy Handley is promoting the survey to a wider audience around Tubbs.</p>	<p><b>IE</b> to ask YWAM Urban Key to send a complete application for <b>CM</b> to check.</p> <p><b>IE</b> to contact <b>AA</b> and <b>MC</b> about a new date for meeting with parks</p> <p>Renette and <b>MC</b> will deliver the survey for another day before AGM</p>
5.	<p><b>Planning updates</b></p> <p><b>HAZ Shutters and Satellite Dishes.</b></p> <p>To decide on follow up actions according to <a href="#">page 14 in SPD3</a></p> <ul style="list-style-type: none"> <li>• <b>SW</b> asked <b>CG</b> if the matter had been followed up.</li> <li>• <b>CG</b> said that the Council is ignoring their policies and should explain it.</li> <li>• <b>SW</b> suggested for the Forum to send an official letter to the Council if the Forum has not been consulted</li> </ul> <p><b>Kenmont Primary School petition on dangerous crossings:</b></p> <ul style="list-style-type: none"> <li>• <b>CG</b> took pictures of the site</li> <li>• <b>CG</b> suggested repainting as well.</li> <li>• <b>AA</b> will contact the person who designed the petition to attend the AGM, possibly</li> <li>• <b>SW</b> asked <b>AA</b> to represent the Forum in the working group set up by Cllr Jumbo</li> </ul> <p><b>AA</b> reported that the School Street scheme would be revised soon by the Cabinet.</p>	<p><b>AA</b> to update <b>CM</b> of development with traffic matters.</p> <p><b>CG</b> to send <b>CM</b> responses for application 21/3400 and 21/3401</p> <p><b>AA</b> to update <b>CM</b> when the working group is starting.</p>
4.	<p><b>Updates on the former Picture Palace</b></p> <ul style="list-style-type: none"> <li>• <b>SW</b> welcomed <b>Kristine Wellington CVS Brent</b> to the meeting.</li> <li>• <b>SW</b> made an introduction explaining that the Forum was included in all the conversations around the development of the building until summer 2021. The Forum welcomed the Consortium approach and waited for the Council to communicate its decision on the six organisations. No communication was shared with <b>SW</b> until</li> </ul>	

**Commented [IE1]:** The Forum has been consulted in September. Colin received the applications. SO I do not think we can keep this in anymore.

	<p>the <b>CM</b> found out that the building included in the Neighbourhood Plan as an asset of community value will be a centre for the Black and African Community.</p> <ul style="list-style-type: none"> <li>• <b>Kristine</b> explained that the Council chose six organisations led by CVS Brent for the first year: CVS Brent, Bang, Connect Stars, Westside Young Leaders Academy, Step up Hub, Young Brent Foundation</li> <li>• <b>Kristine</b> explained that apart from the consortium managing the building, the steering group should decide how Picture Palace should look like and which activities should be there. They considered forming a steering group made by three schools, the Forum, Harlesden Methodist Church, the Salvation Army</li> <li>• In turn, the <b>CM</b> asked how it happened that the Council had not included the Local Planning Forum on the planning perspective and considered the Neighbourhood Plan chapter 7.11 Public Houses where Picture Palace is included.</li> <li>• <b>CG</b> asks who has the key and if it is possible to visit it.</li> <li>• <b>Kristine</b> mentioned that <b>Shane Lawrence</b> has got the keys for Picture Palace</li> <li>• <b>Jennifer Ogole</b> from Bang entered the meeting to ask questions about the Neighbourhood Plan and how Picture Palace was envisaged.</li> <li>• <b>SW</b> mentioned that the meeting had run over 30 minutes and promised to write to CVS Brent and the Council about the relevant part in the neighbourhood plan to be considered and consultation with the Forum about the change of use.</li> </ul>	
5.	<p><b>AOB</b></p> <p><b>Safer Neighbourhood Team meeting.</b> <b>SW</b> informed the <b>CM</b> that Leroy Simpson invited her to have a conversation about Forum representation. <b>SW</b> asked <b>MC</b> for any updates concerning <b>SNT</b>.</p>	
6.	<p><b>Date and venue of the following committee meetings</b></p> <ul style="list-style-type: none"> <li>• <b>Proposal meeting on Monday</b> 15<sup>th</sup> March 2022 at 6 pm</li> </ul>	<b>IE</b> to send agenda and minutes to <b>CM</b>