

Harlesden Neighbourhood Forum

Trustee meeting minutes

Date and time of the meeting	Monday 30 th January – 6.00-7.30 pm
Location	YWAM Urban Key
Attending	Ilaria Esposito (IE) (Coordinator), Colin George (CG), Margaret Cox (MC), Sandra White (SW), Julieta Galarza (JG) Jose Trueba (JT) Paul Anders (PA), Amandine Alexandre (AA), (Trustees)
Guests	
Apologies	
Absent	

Agenda item	Discussion (Key discussion and agreed points)	Actions
1.	<p>Welcome / Introduction.</p> <ul style="list-style-type: none"> • SW welcomed everyone • Trustees approved 22nd November 2022 trustee meeting minutes • Conflict of interest register check: none disclosed. 	
2.	<p>Organisational development</p> <ul style="list-style-type: none"> • SW thanked IE and PA for compiling the Accounts and annual report, which were submitted to the Charity Commission on 23rd January 2023. • SW thanks JG for offering the possibility of using YWAM as a care of address. JG will confirm with YWAM Urban Key and let PA know. • Membership and the relationship with the business association. SW reported on the meeting with the town centre manager about collaboration with businesses and encouraged the trustees to engage with business associations and businesses not part of it. MC asked if there were any misunderstandings between the parties and the previous committee. SW did not focus on the past but more on the relationships that the Forum wants to create in the future. CG said we should connect to individual businesses as many are not part of the business association. PA mentions that for businesses to join the Forum, we need to be clear on the advantages - " what's in it for me?" SW concluded that this might be an opportunity to develop the relationship differently. AA suggested that we could do a spotlight in the newsletter and/or blog with a new business member or other business profile every month. Trustees agreed. • Lone working policy and update H&S policy. SW send a draft to IE; IE to work on the draft 	<p>PA to publish the Annual report and full accounts on the website.</p> <p>JG to give as a response. IE to contact Crisis for letters and mail</p> <p>IE to include business spotlight in newsletter and social.</p>

	<ul style="list-style-type: none"> ● Mailchimp package to renew. IE to send packages offered by Mail Chimp. PA suggested searching for free or discounted options for charities. 	<p>IE to enquiry about discounts at Mail chimp</p>
3.	<p>Planning updates</p> <ul style="list-style-type: none"> ● Boundary extension survey. Trustees decided to keep the survey open for another month and then have an analysis for the next planning meeting. CG will draft the walkabout document with the planning team. AA suggests delivering a survey at St. Joseph RC primary school as they are not included in the current boundary. CG would like to present the results at the next AGM. ● Old Oak Neighbourhood Forum & Sudbury Forum designation. CG confirmed on behalf of the planning team the support for redesigning both NFs. PA suggested that for future reference, we should support the designation of NPF unless particular reasons prevent us from doing so ● Selective Licensing Consultation. CG reported that the planning team would send in a comment to support the proposal. ● London Assembly Future of Planning reform. CG said that the matter would be discussed with the planning team, and then they would send the comments to the trustees 	<p>IE to set up a new deadline for the survey.</p> <p>AA, IE to set up a meeting with the school</p> <p>IE checking actions for Planning team</p> <p>CG to send the walkabouts document to revise the boundaries</p>
4.	<p>Events</p> <p>Forum Annual General Meeting: Wednesday, 29th March</p> <p>Forum Annual General Meeting The trustees discussed.</p> <ul style="list-style-type: none"> ● The draft agenda ● Venue - SW asked to look for different venues that are accessible ● Annual presentation of annual report and accounts ● Trustees reappointment/ call for the trustees. PA reminded everyone about the election/ confirmation of appointment during the AGM. PA communicated that he would stand down after eight years of volunteering for the Forum. <p>Topics – to be revised:</p>	<p>MC to contact Yolanda and invite her at the Forum Meeting to talk about Bramshill developments and vision.</p>

	<ul style="list-style-type: none"> • Amandine/TfL – school streets • Bramshill open space/Yolanda • Colin – Survey on boundaries extension • HHAZ – 1000 years of Harlesden artwork presented • ‘United for Warm Homes’ Helen Backhouse • Jessica Atu – Brent Health Matters • ABC – picture palace and CVS • Street games – community consultation for additional or refurbishing of MUGA • The GLA Voter ID public awareness campaign <p><i>More details on the scope of the campaign can be found here - https://www.london.gov.uk/decisions/dd2597-voter-id-awareness-campaign-expanded.</i></p> <p><i>In January 2023, the GLA is launching an impartial / non-party political Voter ID public awareness campaign to raise awareness of the equalities implication of new legislation – the Elections Act - which will require everyone to have photo identification to vote and will change the voting rights of some EU Londoners. The objective is to raise awareness among London’s under-registered and under-represented communities, as the introduction of Voter ID is likely to significantly impact Londoners’ ability to exercise civic and democratic rights.</i></p> <p>HAZ cultural consortium - Culture and Heritage IE reports on 1000 years of Harlesden, the project presented to the HAZ consortium to continue the wayfinding tradition. IE updated the Trustees.</p> <ul style="list-style-type: none"> • 1000 years of Harlesden project is in the artwork Judging phase • Young Brent Foundation and the Council are coordinating a travelling exhibition of the work produced by the Consortium. Date TBC March/April 2023 	<p>IE to prepare documents, activities</p> <p>SW, IE to contact partners and ABC consortium for Picture palace</p>
5.	<p>Clean air and environment</p> <p>Breathe London Community Programme AA reported that Brent Council had inadvertently removed the pollution station without communicating with the Imperial College team. The station has been identified and will be relocated to another location on the high street.</p> <p>Our Space Award – Roundwood</p> <p>IE Reported:</p> <ul style="list-style-type: none"> • The project is concluded. The report has been submitted 	

	<ul style="list-style-type: none"> We have applied for the flagship grant to upscale the work started in Roundwood, which unfortunately has not been selected because the work was happening in the exact location, so Groundwork London has instead suggested that we apply to another pot of funding. Groundwork wants to donate 50 trees to us. Gardeners at Roundwood will plant the trees and work with the gardening club to plant them in different locations. <p>Green Neighbourhoods In cooperation with the Climate Action Team at Brent Council, the Forum acts as a Green Neighbourhood Climate Ambassador. (£1000 lump sum for the service).</p> <p>Green Neighbourhoods IE reminded that the Forum, in cooperation with the Climate Action Team at Brent Council, acts as a Green Neighbourhood Climate Ambassador. (£1000 lump sum for the service). Info: We have delivered every task (survey, workshops). Waiting for payment.</p> <ul style="list-style-type: none"> other funds will be allocated to the Forum to pay for the design of an art installation linked with our HHAZ project 1000 years of Harlesden and previous wayfinding competition. (£500) Waiting for payment. 	<p>IE to check when the payment will be issued. Green Neighbourhood and art installation</p>
6.	<p>Funding</p> <p>Football Foundation Play Zone</p> <p>IE reported that the first phase of the application has been successful. The Forum will be involved in planning the next step to spread the consultation and look after the planning aspect.</p> <p>The second meeting with the consortium and the football foundation will be on 2nd of March at Brent Civic Centre. The grant will be available to develop and refurbish MUGA (Multiuse Game Area) for multi-sport use in areas of high need to target four main priority groups: women & girls, LSEG (People from low socio-economic groups), people affected by disability & long-term-health conditions, groups and ethnically diverse communities.</p> <p>The trustees should have managed to discuss further funding proposals. SW suggested taking the conversation about other funding via email.</p> <p>The London City Bridge Trust IE and JT have drafted an application for core funding to hire a CEO. To be sent to CVS for surgery. Trust for London will be our crucial reference.</p> <p>Tubbs Road Pocket Park <u>Brent's Together Towards Zero Grant</u></p>	<p>AA and IE to keep trustees updated on the work of the consortium.</p>

	<p>A project that can help tackle climate change and make your local area greener could get up to £5,000. NCIL is closed till November 2023. IE will meet with MC and identify another fund.</p>	<p>IE to meet with MC about Tubbs Road Pocket Park.</p>
7.	<p>JT asked about where the topics we tackle in the agenda come from. PA explained that we are a planning forum, and the topics reflect the neighbourhood planning area.</p> <p>JT's expertise is in health, and he would like to bring a focus on this topic into the work of the Forum.</p> <p>IE said that this is possible as health falls under the clean environment and clean environment.</p>	
	<p>Date and venue of the next trustee meetings & planning meetings Proposal to have a meeting on Wednesday, 15th March, 6-7.30 pm</p>	<p>IE to send agenda and minutes to Trustees.</p>