

HAMPSTEAD NEIGHBOURHOOD FORUM COMMITTEE

Minutes of Meeting

Wednesday, 10 September 2014, 6.30 pm.

Attending: Bob Buhr (BB)
David Castle (DC)
Linda Chung (LC)
Councillor Tom Currie (CTC)
Stuart Flude (SF)
Janine Griffis (JG)
Alex Nicoll (AN)
Kimry Schlacter (KS)
Councillor Stephen Stark (CSS)
Jeremy Wootliff (JW)

Also Attending: Sowmya Pathasarathy
Andrew Haslam-Jones (Adviser)

Apologies: Councillor Siobhan Baillie
Councillor Theo Blackwell
Carissa Bub
Vicki Harding
Peter Kohl
Andrew Parkinson
Fiona Reeve
Melissa Remus Elliot
Ellen Solomons
Stephen Taylor
Ben Vanbruggen
Laura White
Sebastian Wocker

Location: Holly Bush Pub, Holly Mount

1. MINUTES OF LAST MEETING; MATTERS ARISING

The minutes of the meeting of 15 July 2014 were approved with a minor amendment.

JG reported that contact had been made with Andrew Lavery of the NW3 Business Group and that Ben Vanbruggen was also involved in that.

On communications, a new volunteer, John Graham, had been found to look after the database.

2. VISION DOCUMENT CONSULTATION

SF reported that the vision document would be delivered to all households next week.

JG notified the meeting that as part of the community engagement strategy there would be street stalls on Saturday, 13th September, at South End Green and on 20th September on Hampstead High Street.

Special thanks were noted to Fiona Reeve, KS and Ben Vanbruggen for all their hard work.

JG reported that an e-mail would be sent out with a pdf copy of the vision document attached and a link to a questionnaire and members were asked to forward to anyone they knew. The questionnaire aimed to verify the aims and objectives already identified.

Residents associations will also be asked to send out the e-mail to their contacts. LC offered to contact the Hampstead Community Centre to ask for hard copies to be put out and for access to its database. CSS offered to ask Chris Knight to contact the Community Centre also. JG said hard copies would be put in Barclays too.

AN raised the issue of putting the hard copy responses to the questionnaire into the survey monkey on-line questionnaire by manually inputting them.

3. **VISION SUBGROUP, NEXT STEPS**

Data analysis of the questionnaire was discussed. The survey monkey questionnaire will produce statistics that can then be analysed.

SF reported that the end date for responses to the questionnaire was 15th October. After that, the conclusions would need to be drawn from an analysis of the responses to the questionnaire and put on the forum website together with examples of the results. The results would also need to be tested against the current draft of the vision document. The main idea of the questionnaire was to ask if people agreed with the vision statement.

It was agreed that AN, DC, SP, KS and SF would form a subgroup to analyse the questionnaire data and report on it.

DC noted that it was also important to review the comments made in writing at the end of the questionnaire which would not form part of the statistical analysis.

JG suggested that once this evidence had been gathered, there should be another event before the end of the year (when grant funding runs out) to test the vision document priorities. A date at the end of November was suggested as was combining this with a Christmas party. Various venues were discussed as well as the possibility of trying to draw in a different crowd from those usually attracted.

JG explained that the vision document contained 15 objectives and that the priorities had flowed from that. The priorities had been left out of the vision document to keep it to a readable length. SF suggested calling the event "projects and priorities". Some priorities might be more controversial than others, e.g. regulating private gardens.

Several members raised ways in which the analysis should be carried out (e.g. by postcode) and what should be the next step (e.g. targeting those not engaged, have another meeting to start another survey divorced from the objectives, combine the views of the committee with other considerations such as legal and hard data).

JG will propose a date and venue for the end of November and confirmed that the result of the analysis will be e-mailed out.

Engaging a consultant was discussed. DC, Ben Vanbruggen, KS and SP had been involved in this.

SP said we needed someone with whom we can work, who knows Camden and its policies well and who knows planning. The budget for the consultant is £3,000. SP, DC, KS and Ben Vanbruggen were delegated to come up with a shortlist of 3 or 4 for the next committee meeting on 9th October. SP and DC to draft a one page brief that could ask for a two page response from potential consultants.

The merits of taking on a consultant now to ensure that the forum is gathering the right evidence were discussed, as was the issue around funding: the forum has funding until the end of the year which it needs to allocate now.

Evidence gathering was discussed. DC mentioned various sources of information: recent and past censuses (currently showing 11,000 households, evenly split between single homes, purpose-built flats and converted flats). DC will ask Dr. Victoria Chick to assist with verifying the analysis of the data. LC mentioned that Camden had already analysed census data; CSS said he would put in a member's enquiry. KS mentioned health and well-being analysis. SF said Sport England had made a socio-economic review by post code and there are nearly 30,000 registered post boxes. JG reported that Vicky Harding was looking at geotechnical information.

JG reported that the **timeframe** for the process of putting together the neighbourhood plan had not changed.

4. **COMMUNITY ENGAGEMENT SUBGROUP**

Stephen Taylor would meet with the South End Green traders on 29th September. The Hampstead Christmas Festival would take place on 23rd November. Therefore 30th November was proposed as the date for a potential late autumn event.

5. **FINANCE**

SF reported that a strategic environment assessment was no longer needed and that the budget for that could be reassigned to the community engagement event in November. Expenditure of Nationbuilder, the IT platform for community engagement, and not Sticky World, was discussed. The allocation of funds to a consultant now potentially by setting up an escrow account was discussed with BB. JG said she would discuss the early allocation of funds with the relevant person at Locality.

KS asked about other on-line interactive media. SP said the Twitter account had 164 followers. There is also a Facebook page. KS will talk with Angela Koch (who is also part of Kentish Town Neighbourhood Forum) about Sticky World. SP suggested we all send out an e-mail chain to our local contacts encouraging them to pass it on. JW mentioned other postboards that could be used, including the NW3 Business Association website. The need for constantly changing content on the forum website and the use of google analytics to maximise traffic were mentioned.

JG mentioned that both the Camden New Journal and the Ham & High had agreed to plug the forum website address.

SP asked if the website should have a calendar of events. JW said this would duplicate the NW3 Business Association and the Ham & High. AN said Nationbuilder was software designed to mobilise support.

6. **COMMUNICATIONS**

AN reported that Stephen Taylor had now moved the website content to the Nationbuilder Site. Fiona Reeve, Stephen Taylor and AN had worked on the layout, which was easy to change in Nationbuilder. JW said he would put a link to the forum website on the NW3 Business Association website.

7. **UPDATE ON FORUM APPLICATION**

JG reported that the application would now be heard early or mid-October. There would be a single member decision (probably by Councillor Phil Jones, the cabinet member for Regeneration, Transport and Planning).

8. **AOB**

CTC reported that the Magdala pub which is undergoing refurbishment had now been listed as an asset of community value which means that there is now a 6 month moratorium on change of use after a sale. The worry is that there could be a change of use at some future date. The solution would be for an Article 4 direction to be made, removing permitted development rights. The Magdala is covered by the South Hill Park conservation area. The current landlady of the Magdala has been asked to stay on to manage it once it reopens.

CSS reported that Cllr Baillie had written the relevant officer to discuss the Tesco application to extend the parking/loading bays outside the shop in Hampstead and would be seeking an onsite meeting.

DC reported that he and Ben Vanbruggen had met to discuss the review of the conservation statements for the South Hill Park Estate and Hampstead. Each statement was good but needed upgrading. A group would review each section. Areas not covered by the statements could be included in the Hampstead Neighbourhood plan.

JG and DC to seek meeting with Stephen Williams regarding review of the Fitzjohn's Netherhall Conservation Area.

JG informed the committee that Carissa Bub had resigned from the committee due to work commitments. The committee expressed its gratitude for the invaluable assistance Carissa had provided in helping the forum to make the progress as far as it had, particularly in community engagement.

9. **DATES OF FUTURE MEETINGS**

Forthcoming committee meetings would be held on 9th October and 13th November, location TBA. The AGM would be held in March.