

HAMPSTEAD NEIGHBOURHOOD FORUM COMMITTEE

Minutes of Meeting

8 April 2014

- Attending:** Bob Buhr (BB)
David Castle (DC)
Linda Chung (LC)
Stuart Flude (SF)
Janine Griffis (JG)
Alex Nicoll (AN)
Melissa Remus Elliot (MRE)
Kimry Schlacter (KS)
Stephen Taylor (ST)
Ben van Bruggen (BvB)
Laurie White (LW)
- Also attending:** Andrew Lavery (NW3 Business Group)
Peter Kohl (Adviser)
- Apologies:** Carissa Bub
Vicki Harding
Chris Knight
Simon Marcus
Fiona Reeve
Ellen Solomons
Sebastian Wocker
Jeremy Wootliff
- Location:** Magdala Pub, South Hill Park

(A) ELECTION OF OFFICERS

Following nomination and seconding by Committee members, the following members of the Committee were elected as the Forum's officers:

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|-------------------------|----------------|
| Chair: | Janine Griffis |
| Vice-Chair: | David Castle |
| Secretary: | Stephen Taylor |
| Communications Officer: | Alex Nicoll |
| Treasurer: | Stuart Flude |

(B) REVIEW OF RECOMMENDATIONS FROM AGM:

JG mentioned one suggestion that had been raised at the Forum's AGM – to consider the procedures for nominating and electing Committee members at future AGMs and corresponding changes to the Forum's constitution if appropriate. It was decided that this review is appropriate and should be considered later in the year, closer to the next AGM.

AN asked each Committee member to prepare a brief bio and send to him for posting on the Forum's website.

Action Committee members to send bios to AN

(C) UPDATE ON FORUM STATUS:

JG gave a brief update on the status of the Forum's draft application to Camden Council for designation. She mentioned that a second draft had been submitted to Camden, and that she had spoken with Camden to clarify their initial responses to the second draft. JG mentioned that, although it appeared that Camden may not have appreciated the extent of the engagement activities that had already been undertaken and described in the draft application, further information may be required in the application regarding the Forum's engagement activities.

JG and KS reported that the Forum had received approval for an additional grant of £6,040 and that Camden Council had agreed to continue to act as the Forum's receiving agent for receipt of the funds. The Forum would need to establish its own bank account, but until then JG said that the Pilgrims to Willoughby Residents Association would be willing to continue to process the receipt and payment of funds on behalf of the Forum.

The Committee discussed the pending boundary issue with the proposed Church Row neighbourhood forum. JG reported that the Frogna Way Residents Association had communicated their desire to be included in the Forum, rather than the Church Row forum, and that this should include the full length of Frogna Way (in contrast to the Church Row forum's proposal that the top end of Frogna Way be included in the Church Row forum area). The Committee agreed that it was appropriate for the full length of Frogna Way to be included in the Forum's area.

The Committee then discussed whether the Hampstead Parish church and churchyards should be included in the Forum's area. JG reported that the Church Row forum group proposed that both churchyards be included into the Church Row forum area. Following discussion, the Committee determined that it was better to agree with the Church Row proposal in order to proceed with the Forum's designation application, and asked JG to communicate this position to the Church Row group. JG also noted that she had mentioned on several occasions to the Church Row chair that the Church Row group would be welcome to join the Forum at any time if they decided for any reason that they would like to be part of the Forum.

Action JG to contact Church Row group

(D) NEIGHBOURHOOD PLAN – NEXT STEPS

DC presented an outline of what items may be considered in the Forum's ultimate neighbourhood plan. The Committee discussed the length of period that could or should be covered by the plan. ST noted that he understood that many other plans considered a period of 15 years or more, and that although a plan could be changed along the way it would require completing the same procedures as the initial adoption of the plan, so changes would not be easy to implement. After discussion, the Committee decided to defer further consideration of the appropriate length of the plan until a later stage in the plan development process.

DC noted that, even though the Forum was at an early stage, it was useful to consider those items and policies that could be addressed as a legal document under planning law as compared with other objectives that may be included in the plan but which fall outside the scope of planning law. DC suggested that there may be some advantage for the plan to follow the order of Camden Council's core planning document. There then followed an extended discussion on the appropriate procedures for developing a plan in light of the community engagement and evidence gathering that may be appropriate. JG noted that the

next community engagement event would be held on April 27th, and that this should produce more evidence gathering information to add to what the Forum had already received. The Committee decided to defer forming a plan sub-group until after the April 27th event; accordingly, this item would be considered at the next Committee meeting in May.

(E) REPORT FROM COMMUNITY ENGAGEMENT SUBGROUP

ST reported on recent developments from the community engagement subgroup. He summarised the format for the upcoming April 27th event, and draft flyers and publicity pamphlets for this event were circulated and approved. SF suggested that the leafleting service that he customarily used for his business also be used for this event. This was approved by the Committee.

(F) AOB

The Committee approved the opening of a bank account for the Forum, with SF and JG as authorised signatories. BvB suggested that Handelsbanken be considered for the Forum's bank. JG and SF agreed to consider potential bank alternatives, and to proceed with opening an account.

Action JG/SF to open bank account

(G) NEXT MEETING

The next Committee meeting was scheduled for May 15th at 6:30 pm.

Janine Griffis, chair