

Minutes of Annual General Meeting

Hampstead Neighbourhood Forum

16 March 2020

The Annual General Meeting (“**AGM**”) of the Hampstead Neighbourhood Forum (the “**Forum**”) was held on 16 March 2020, at Burgh House, New End Square.

Janine Griffis (JG), the chair of the Forum and of the AGM, welcomed everyone to the meeting. Stephen Taylor (ST), the secretary of the Forum and the AGM, reported that a quorum was present.

1. Approval of Minutes from the last AGM

JG noted that the minutes of last year's AGM (18 March 2019) had been posted on the Forum's website and were available for review at the meeting. Upon a motion that was duly proposed and seconded, the minutes of the last AGM were approved by a show of hands.

2. Approval of Accounts

Clyde Whittaker (CW), the Forum's Treasurer, gave a presentation of the Forum's income and expenditures during the past year. Upon a motion duly proposed and seconded, the accounts were approved by a show of hands.

CW also gave a presentation on the projected costs for the Forum for the upcoming year for recurring costs and community consultations/events, estimated to be approximately £1,800, and stated that the Forum would be soliciting donations from members and other interested parties to meet these costs.

3. Election of the Committee

JG proposed that the proposed slate of nominees for the committee be elected as a single slate. Upon a motion that was duly proposed and seconded, all proposed candidates were elected by a show of hands:

- David Castle
- Linda Chung
- Oliver Froment
- Marcos Gold
- Janine Griffis
- Vicki Harding
- Andrew Haslam-Jones
- Alex Nicoll
- Glen Robinson
- Nicola Sinclair
- Stephen Taylor
- Clyde Whittaker
- Guy Wingate

4. Mission Statement

Alex Nicoll (AN) gave a brief presentation on the purpose and preparation of a mission statement for the Forum, to guide the Forum's activities moving forward following the passage of the Neighbourhood Plan last year. The mission statement is as follows:

HAMPSTEAD NEIGHBOURHOOD FORUM: MISSION 2020-24

The vision of the Hampstead Neighbourhood Plan: To conserve and foster Hampstead's charm and liveability by protecting the distinctive character of buildings and open spaces, the Heath, healthy living, community spirit and the local economy.

1) ENSURING THE PERFORMANCE OF THE NEIGHBOURHOOD PLAN

- a) Commenting on specific planning applications regarding their alignment with the Neighbourhood Plan; and monitoring outcomes.
- b) Conducting evidence-gathering, fieldwork and community engagement to support the above.
- c) Connecting with Camden planners on the Plan's interpretation, and with residents/developers on its rationale including, where appropriate, by writing additional guidance.

2) KEEPING THE PLAN UNDER REVIEW

- a) Identifying areas for review and improvement when the Neighbourhood Plan is next updated.
- b) Remaining ready to propose (and take responsibility for) an update of the Plan at such time that this is required.
- c) Ensuring that the Plan continues to support its expressed vision and aims.

3) USING THE FORUM'S EXPERIENCE TO BENEFIT THE COMMUNITY

- a) Being a trusted source of information, through the Forum's website, including the 'Planning Watch' section, and where appropriate through social media and other outlets.
- b) Being a forum on issues important to residents, where such activity is in keeping with the Plan's expressed vision, aims and policies. This means using the Forum's experience of public engagement to foster discussion, both among residents and with Camden, that help to lead towards solutions. (Current examples include taking part in development of transport strategy; seeking better air quality; assisting Councillors by arranging public consultation on potential projects for use of proceeds of the Community Infrastructure Levy; and monitoring important and veteran trees.) The Forum seeks promotion of Hampstead's unique character (for example by seeking to protect pubs and other sites as assets of community value).

Principles of the Forum's activities:

- **Community-led:** Based on assessment of the views and concerns of Hampstead's community, supported by public consultation; and informed through liaison with Councillors, Camden officials and community and business bodies.
- **Evidence-based:** Based on evidence, or highlighting areas where evidence is required.
- **Plan-based:** Rooted in the mandate under which the Forum developed and wrote the Neighbourhood Plan, and in the Plan's objectives and policies.

4. Chair's report

JG presented the activities of the Forum during the past year. Among other matters, JG highlighted the following:

- Review of planning applications within the Forum area and, where appropriate, commenting on selected planning applications, based on the Plan's policies; and
- Creation and maintenance of a Planning Watch page on the Forum's website to (a) provide information to the community on local planning applications, (b) include links to the Forum's comments and (c) indicate where the Plan's policies have been taken into account in final planning decisions.
- Assistance in the implementation of approved Community Investment Levy projects;

JG stated that the Forum has been continuously monitoring the effectiveness of the Plan's policies. She noted that almost all planning applications have been taking into account the Plan's policies, and in most cases have been cited in the final planning decisions. The Forum intended to continue monitoring the Plan's performance in order to determine whether certain refinements or additions to Plan policies should be considered in future years.

JG finished her remarks by thanking the committee for their hard work over the past year and the local councillors for their support.

5. AOB

There being no further business or questions, the meeting was ended.