

**WESTBOURNE FORUM – COMMITTEE MEETING
MINUTES OF MEETING 11TH JULY 2022
ZOOM CONFERENCE**

Presents: Geoff Biggs (Chair), Sophie Nguyen, Lina Alchami, Jason Swerling, Sadia Moh, Keith Cookson, Cllr Angela Piddock,

Guests: Jenny Harris WCC,

1. Opening-Welcome to new attendees

2. Apologies for absence: Adam Hug, David Boothroyd

3. Minutes and Matters arising

Minutes have been agreed as accurate.

Minutes will be re-checked prior to displaying on the Forum Website.

Bank Authorisation: KC will arrange to go tomorrow to submit his application at the local TSB in Hammersmith SM – to finalise the online banking authorisation.

Jack and Toby are still signatories until we have at least two signatories.

New Guest's introduction: Jenny Harris works for the Regeneration Team and the Economic Development at WCC.

New project's ideas for Queens Park Community Council: how to use the High Street better.

Project for "how to use the High Street better" has been successfully Funded by the GLA as a revenue and secured for one year and will end by March 2023.

The funding will be used to employ a Town Centre Manager (New project coordinator) which will make a difference to the businesses and will be limited to high street itself.

The project has three main outcomes:

- To help Queen's Park Community Council to set up their own business association.
- Build up a database of empty properties (WCC doesn't own these properties).
- To have a young person's market to test the space at Maida Hill Market.

Suggested to have feedback from the businesses

Proposal to do a curation through partnership's work with the property owners.

A lot of issues were raised around the type of facilities issues i.e., Eating healthy.

Jenny also leads an external steering group, and she has asked if anyone from the Forum would like to join them. Please contact Antoinette (find in my note the email that was provided).

Lina, Community Champion Lead Worker, will invite the new Project Coordinator to the Community Champions Meeting.

New forum Joiner: Congratulation to Angela Piddock for becoming a Councillor.

4. Working Groups Updates

1. *Green Westbourne:* Various successfully attended activities have taken place to reach the community:
 - Sport activities, learn about foraging, outdoor exercise, balcony planting pots, trips, and cycling (all activities are usually displayed on the Forum Website)
 - Cllr Angela Piddock has shown interest in joining the local activities in the near future.
 - Interest was raised in involving 16-year-old teenagers into local activities. This will be looked at whether this could be done.
 - Issue with poster for Green Westbourne Walk lacking some information about how to get involved. Poster to be provided in an editable format to be displayed on the Forum Website.

a. *The Big Green Westbourne Walk.*

Organised by Happly Lizzy for the resident to discover Westbourne with a green activities trail (Brunel, Brindley, Grand Junction, and final point Amberley Estates)
It was well attended especially at the start point.

2. *Events*

a. Westbourne World Festival Review

Went well with good attendance.

b. Summer Festival Plan 26 June feedback

- Various activities
- Great attendance
- Satisfied residents
- Great atmosphere

Comments:

to engage Westminster Academy as much as possible in the future.

Word "Free" festival wasn't mentioned on the flyers, but it was displayed on the street banner.

AGREED: to provide feedback to Summer Festival Steering Group.

Thanks to Happy Lizzie and Shane's involvement in organising, and coordinating the event which has been successful.

3. *Planning*

a) Neighbourhood Plan/CIL

Due to the lack of resources and Father Henry no longer in the Forum, and Sophie leaving in October, it has been difficult to find someone to draft a plan. The Forum will now need to think about the future of planning.

In the last Sub-Planning group meeting, it was identified to go ahead in drafting a NP.

Suggestion: To employ someone to take forward the initiatives to whether to go ahead with the NP by using the CIL money (allocated 15% instead of 25%) or Locality funding.

Comments:

- The NP will take a long route to process and the Forum doesn't have the actual the resources but at the same time it has 10 years' experience worth of trying to develop a NP.

Suggestions: to go ahead with RBO (Right to Build Order) which will require the Forum to identify a local development to create a plan. CIL money could be used directly without having to go through lengthy periods

Proposal:

- Learn from the other forums programme and move forward.
- Look at different suitable projects and think on putting in a CIL application.
- Pause for a while until the Forum knows where we are in terms of our committee on board (only one member is resident at the moment on board).
- A need to reach out more and move forward with everybody's levels of participation and identify their areas of interest.
- Recruit a volunteer to write applications for CIL and locality funds to hire a consultant.
- Recruit new people to join the Forum,

c. *Planning applications going ahead:*

Taxi House: demolishing works has started.

St Mungo's: Submitting it or agreeing it.

Westmead: going ahead with 5 storeys instead of 6.

5. **Community Development Worker**

Update

Summer Festival:

- 40 feedbacks from local residents have been collected. Some residents expressed the need of more children's clubs and activities. Some of them were also interested in joining the Forum and to be involved in the community.
- 250 flyers were distributed

Green Westbourne Walk

10 people completed a feedback form.

Community Feast organised by Westbourne community Champions: 19 residents registered for the boat trip for the 14th of July.

Another trip is being organised for the Senior residents on 21st of July.

Staying connected with the allotments and waiting to discuss the hydroponic Planting with Cllr Aziz.

Continue to get involved in local community events to promote the forum and engage residents.

6. Finance Update

Accounts Report

Reminder that the Forum is accountable with the money spent.

Summer Festival cost delivery: £14,733

Happy Lizzie manages and overseas the festival and she gets paid from the Forum's account.

Cost of Lizzie's organising the event: £4,500

Cost for all different participants, publicly etc... £10,500

Approximately 1,500 attended the event. (£10 per head)

Forum's budget for the year:

Summer Festival: overspent by £233

Income:

Lottery Fund Award: £9,000 for the festival (hasn't been credited as yet)

Wards Budget: £9,971:

Total of £18,971

Balance: £4,238 (to ask the councillors if this amount could be carried over for other community events i.e., global food festival).

AGREED: Cllr Angela/// to meet with Geoff to discuss this suggestion.

The money is spent on community events.

Reminder: The Chair is a treasurer and a Fundraiser. If anyone with financial skills is interested to take over the Account, please let the Chair know.

7. Governance

Elections – 15 October TBC (This is now changed to the 11th March)

Geoff provided a background of the election process:

- The Forum is outstanding with our elections on previous governing documents.
- The election has changed from 2 years to 3 years.
- Last elections were held on 2017.
- The forum is self-governing body, it has its own drafted constitution and is not monitored by any other organisations.
- It is accountable as much as possible to the community and therefore the forum has an election process where everybody in the community is encouraged to come and to get involved.
- In the Forum constitution 15 people should be involved and half of them are to be residents. We have presently one resident.
- The election usually take place in an event when people are asked to vote though they are some weaknesses with this process.

Concerns have been raised regarding the process of the Elections and suggestions of various ideas were provided from the group.

Suggestion:

Adapt the current forum's structures and by including a nomination or somebody from our group as to nominate somebody, meet with them and interview them prior to going to a public vote. The Forum would do the vetting at first or having the existing Board to vote.

Point raised:

To protect the Forum's mission:

- To be able to speak on behalf of the community, to be able to shape planning and to build a better stronger community.
- Be able to shape planning
- To build a better stronger community
- To protect the group from people who try to hijack the agenda

Conclusion

Not to allow the current system to continue as it might affect people on board if we were to have someone not complying with the Forum's constitution policies which is time consuming as the meetings will be based on voluntary basis.

Suggestion: to have someone apply to join the Board and allocate 3 existing members to take through discussion with the individual at an early stage for them to understand their commitments and that they are going to fulfil the values of the organisation. They are able to stand for election if we want to make a public meeting. If this is done as a group, it could do that just by voting. This will be less administrative.

AGREED: to have another meeting outside the Forum Committee meeting and take forward the different views and put together a proposal which will be presented to the Board.

Discuss the proposal at the Forum next committee meeting and finalise best practice for the elections which will take place in January 2023.

AGREED: Geoff, Cllr Angela Piddock and Jason will meet to discuss these issues.

At present, new people who wish to join the group prior to the elections, a decision will be made by the board whether to co-opt them in to be a regular member of the committee and if they are interested to continue, they could stand at the AGM.

Complaint against person A

Four years ago, a complaint letter was written on behalf of the Forum regarding person A due to an inappropriate behaviour during a meeting. The Forum tried to create a disciplinary process; A was invited to attend a meeting to talk but A didn't respond. A continued to make allegations and the Chair feels that there is a need to respond to A in writing.

Suggestion | : Let A know that the Forum could still meet with him to respond to the disciplinary process but subsequently A hasn't stood for re-election therefore there is no need to meet.

Question raised: if A wishes to stand for election again, what will the forum wants to do?

Proposed ideas to address when writing to A

Mention his current situation is which is no longer stands elected and he still hasn't responded to the issues. The complaint will still active as he has not responded

AGREED: Geoff will draft the letter to A and will forward to the committee members for comments prior to sending it.

8. Any other business

Set new goals 22

Who will take over Sophie.

AGREED: Sophie and Keith to meet and agree step forward.

Geoff sadly announced the recent passing of Manahil who was a member of the Forum when it was set up. She also represented the African Women's Group. May she rest in peace.

9. Date of next meeting and conclusion

Monday 10th October instead of the 15th of October. This will be a committee meeting not an AGM.

Any new members who wish to join the Forum to contact Sadia.

The Chair thanked everyone for their attendance.