

# HAM AND PETERSHAM NEIGHBOURHOOD FORUM

## MEETING OF THE COMMITTEE

**TUESDAY 17TH NOVEMBER 2015**

HAM CHILDREN'S CENTRE

### **MINUTES**

#### **Present**

Brian Willman (Chair - BWn)  
Geoff Bond (GB)  
David Williams (DW)  
Penny Frost (PF)  
Danielle Coleman (DC)  
Justine Glynn (JG)  
Petra Braun (PB)  
Jean Loveland (JLd)  
Helen McNally (HM)

#### **In attendance**

Chris Ruse (Vice-chair, drafting team - CR)  
Siriol Davies (Co-ordinator - SD)

#### **1. Apologies for absence**

Apologies were received and accepted from Stan Shaw, Anne Powell, Andree Frieze, Sarah Tippett and Lisa Fairmaner.

#### **2. The minutes of the Committee meeting of 20 October 2015 were approved.**

SD confirmed that the dates for the workshop meetings had been booked with Ham Library. For the 8th March, the library was not available until 5pm (rather than 4pm). SD to investigate whether we can come to some arrangement which can accommodate both groups between 4 and 5pm.

#### **3. There were no matters arising.**

4. It was noted that Mitesh Patel has resigned from the committee owing to time constraints, but will be copied into the minutes. Consequently there is no-one on the committee representing health, as local GPs were not interested. Ideas for other suitable candidates should be brought to the next meeting.

5. CR, on behalf of the drafting team, presented a

- (i) **Plan Drafting Team Work Programme**, which provides a schedule for the drafting team to review the feedback from each workshop, agree draft policies and proposals and present these to the committee for approval; it also includes the preparation required for each workshop, the material to be presented to the committee and the information which needs to be ready for the external consultant by July.

## HAM AND PETERSHAM NEIGHBOURHOOD FORUM

CR confirmed that he will be looking at Character and Heritage. A new member of the drafting team, Miriam Volic, is a specialist in this area. The focus needs to be on areas which are not already named as conservation areas.

CR confirmed that the drafting team want to have monthly meetings in 2016, which SD will book in Ham Library.

### (ii) **NP Timetable** (revised 16/11/15)

The original timetable was revised, with more realistic timelines, after conversation with Andrea Kitzberger, Planning Policy Manager at LBRuT. This allows for the NP to be submitted to the Council in January 2017 and potentially adopted formally in January 2018. This NP is quite detailed compared to some and therefore takes time to produce. While the statutory timetable for approval is the same in all cases, NPs vary as to the detail included. A European referendum is due in 2017 to which the Council *may* decide to attach the NP referendum.

Re. NP consultation Oct 2016-Jan 2017, it was agreed that the NP should be put on display to the public for at least 6 weeks. There was some discussion about who has the authority to approve the NP, whether the committee can do this or whether a public meeting is required. The AGM may be due next autumn, in which case this might prove a suitable occasion for such a meeting. Lisa Fairmaner will clarify this. It was decided that this timetable should be available for public information and put on the website. GB to action; JG to write a brief preamble explaining the work done so far to reach this stage.

### **6. The updated draft NP (November 2015) had been circulated.**

A number of comments were made about the style and content of the draft plan and, in particular, on the sections about Opportunity Sites. BWn agreed to collate these with SD so as to discuss them with LF. DW would also send his comments.

GB raised concerns about the quality of dialogue between the Committee and the Drafting Team and there was a discussion about this. It was agreed that it was essential that Drafting Team members took on board consultation comments and that there were further opportunities to influence the Plan's policies including the forthcoming/upcoming consultation meetings.

### **7. Finance update**

JL explained that there is currently £113.23 in the bank account. However a grant of £5,000 has been approved by the Council and will be paid by the end of this month. Another tranche will be available from the locality. John Goddard has volunteered to take over from JL as treasurer and will be co-opted onto the committee. There will be a hand-over period.

### **8. Wates Estates Covenant issue**

A resident of the Wates Estate asked for support from the Forum re. a solar panel which he wished to put on the front elevation of his house; this is not permitted by the covenant which the residents voted to maintain. The committee decided to respect the vote of the residents. BW to respond to the request.

## HAM AND PETERSHAM NEIGHBOURHOOD FORUM

### 9. Ham Close update

The Ham Close Community Forum feel sidelined by RHP and the Council which have set up a new website related to Ham Close. They have withdrawn their original proposal and will produce a new one in late January 2016. They did not respond to a request for a smaller housing scheme made at an informal meeting in October.

### 10. Publicity and format for next year's consultation workshops

DC, JG and SD to meet to take this forward.

### 11. Actions to consult younger people in Ham and Petersham

BW had met with Madeline Thomas of Grey Court who was keen to involve 6th form politics students and Alexandra Colclough of Meadlands who would like to involve her junior leadership team. He had also met Ben Skelton of Ham youth club but was unsure about the best approach here; however, there may be some overlap between youth club members and Grey Court pupils. The general questions for the public on the Forum website might be a good basis for a survey for the schools. GB to send them to BW. Once there is a survey template, BW will forward this to PF for dissemination to other local schools.

### 12. Administrative matters

- (i) Re. policy for archiving consultation comments pre June 2015. The current master document does not indicate sources of comments, but JG will send SD source documents, so they can be dated.
- ii) Dropbox - basic dropbox does not allow the extension of read-only status to the entire committee and drafting team (as agreed at the last meeting). Therefore ,editorial rights will be restricted to those who currently have them, but links to particular documents can be shared on a need-to-know basis. The two current folders will be merged into one. A separate folder will be created for the drafting team with limited access, to protect plan drafts.

### 13. Report from Andree Frieze on the Village Plan Forum meeting

The committee received this report with thanks.

### 14. Any other business:

There was none.

15. **Date, time and place of next meeting** – 7.30pm, Tuesday 15 December 2015, Ham Children's Centre.

The meeting closed at 9pm.

**ACTION SUMMARY 17.11.15**

## HAM AND PETERSHAM NEIGHBOURHOOD FORUM

ITEM	ACTION	LEAD
2	Enquire if library can accommodate us at 4pm on 8th March.	SD
3	Consider someone who could represent 'health' on the committee	All
5	Book monthly meetings for the drafting team in 2016	SD
5	Ask LF re procedures for approval of the NP	BW
5	Write preamble for NP timetable	JG
5	Put NP timetable (with preamble) on website	GB
8	Respond to request re. Wates Estate	BW
10	Look at publicity and format of workshops	JG, DC, SD
11	Send BW questions for youth survey	GB
11	Prepare template for youth survey and forward to PF	BW
12	Send consultation documents 2013-15 to SD	JG
12	Create new dropbox folders	SD