

# **HAM AND PETERSHAM NEIGHBOURHOOD FORUM COMMITTEE**

## **Notes of meeting at Ham Children's Centre: Tuesday 21<sup>st</sup> April 2015: 7.15pm**

### **1. Present:**

Brian Willman (Chair)  
Justine Glynn (Vice Chair)  
Andy Rogers (Acting secretary)  
Lisa Fairmaner (Drafting Team)  
David Williams  
Helen McNally  
Geoff Bond  
Stan Smith

### **Apologies:**

Jean Loveland  
Andrew Beedham  
Anne Powell  
Penny Frost  
Andree Frieze

### **In attendance:**

Brian Waters

### **2. Minutes of the last meeting**

These were agreed and there were no comments.

### **3. Matters arising**

None. The chairman welcomed Lisa Fairmaner, who has agreed to lead the Drafting Team.

### **4. Chairman's "Thoughts"**

See attached document. BW emphasised that it is important to try and keep to the timetable, which has a Referendum date of May 2016, as an 'emotional' target, but acknowledged that it may be necessary to revert to a 'Plan B'. The May 2016 date conveniently coincides with the next London Mayor elections, but it is not essential for this to be met. It was agreed that proper consultation procedures are the key to achieving a successful referendum.

### **5. Appointments**

LF introduced herself as leader for the Drafting Team. She is head of the Westminster City Council planning and environmental policy-making section, with special responsibility for promoting neighbourhood forums. She noted that WCC currently has around 40% of London's Forums in production. Westminster is very supportive of the Neighbourhood Forum ideal.

BW advised that his preferred choice to fill the administrative role of Project Coordinator had declined the appointment due to the required commitment to attend evening meetings. The post will be advertised in the next Ham & Petersham community magazine (due out mid-May) and meanwhile Forum members are asked to canvass local friends or colleagues who might be suitable.

### **6. Vision, aims and preamble**

See attached updated version. BW noted that Chris Ruse has produced some alternative wording, also attached. The statement was approved in broad principle, but needs more attention to detailed wording: all Forum members are requested to read and comment to BW/LF by email. LF pointed out that a sustainability/energy-saving section has been omitted and should perhaps be added as Topic 6: she agreed to track and circulate proposed changes.

## **7. Consultation process**

The attached diagram was tabled by LF, who explained how this will operate. The appointment of an examiner for the Neighbourhood Plan is critical: this simply has to be a suitably qualified independent person. Members are requested to forward any suggestions. It was agreed that another meeting should be held urgently to update the Richmond Council officers responsible for supporting the Forum: BW, JG and LF as a minimum to attend.

DW agreed that keeping to a time-line is important, as is monitoring the Council's input and (crucially) the support of Cabinet in the light of the Village Plans being produced for the rest of the borough.

## **8. EGM**

The attached Agenda for the EGM to be held on 16<sup>th</sup> June was briefly discussed. BW congratulated JG for it and noted that it will be publicised in the upcoming community magazine (21 days notice is required): it was agreed that a leaflet drop is not necessary this time, as the community magazine is delivered to every household in the Forum area. GB suggested that the business section, including appointments and changes to the constitution, should not be at the end of the meeting and it was agreed this would be brought forward and kept as brisk as possible. Other adjustments to the agenda can be made before the day. Additional publicity will be through posters, Streetlife, the new Twitter feed, etc, with email reminders to all those who have registered an email address.

## **9. Declarations of interest**

A standard form has been published and is available on the website: all those on the Committee and any others – co-opted members, drafting team, etc, should complete and return as soon as possible. BW emphasised that the declaration will also apply to spouses and partners: it is important that the Forum should be transparent and above any suspicion of personal bias, etc.

## **10. Constitution**

DW has proposed minimal changes to allow the Forum to operate more efficiently. LF noted that the Plan will cover a wide range of subjects – transport, business, shopping, education, health, etc, as well as housing. It was suggested that members with specialist knowledge or involvement may not need to attend every meeting but should be consulted and/or asked to attend as and when necessary: this may affect the number of 'full' Committee members.

It was noted that a schools rep (teacher, parent or governor) should be included if possible: JG agreed to circulate all local schools. Youth is poorly represented and GB agreed to provide a list of sports organisations that could be approached. JG said more publicity was needed on the website for new members – eg under a *Your Committee* heading.

Constitution changes to be proposed at the EGM are: quorum for voting to be one-third of membership (currently half), with greater clarity on co-opting new people and how vacancies are filled. Some discussion took place on numbers: no change is proposed to 20 full committee members, but it was agreed that there should be a minimum number of 15, with at least six being local residents.

## **11. Treasurer's report**

As attached. JG has booked a stall for the Ham Fair, to be paid in advance. It was again confirmed that money can be claimed from central government and the Council for research by consultants into local issues such as provision for the young and the elderly, or the drafting of opinion questionnaires: government grant procedures are complex and JL is researching how best to update what is available. GB queried the allocation of £600 for the community magazine – is this per publication or per year? A change of signatories for cheques has been made as previously reported.

## **12. Any other business**

GB reported that a Twitter feed has been established: HPNForum. The website has also been updated and redundant / out-of-date material has now been removed. It was agreed that a simple, basic survey questionnaire, designed to canvass current local feeling and issues arising, should be posted on the website and publicised in the community magazine: JG/LF/DW to formulate. GB said that a version should also be available as a print-out for those not able to use the website, with copies in local libraries, etc.

The committee agreed to send Andrew Beedham best wishes as he embarks on treatment for cancer, recently diagnosed.

AR advised that this would be his last Committee meeting as a local resident representative: he will be moving to north Kingston (after 32 years in Ham & Petersham). He hopes to continue using his wide knowledge of Richmond's planning policies and local issues as an advisor to the Drafting Team

## **Next meeting**

The next Committee meeting will be on 19<sup>th</sup> May at the children's centre.

The Extraordinary General Meeting to be held on Tuesday 16<sup>th</sup> June, at Greycourt School. It is expected that interim informal meetings will be necessary to finalise the EGM details: BW to circulate in due course.

The meeting closed at 8.57.

**ANDY ROGERS**