

Ham and Petersham Neighbourhood Forum

Minutes of Meeting 11th December

1 **Welcome, introductions, apologies**

Apologies: Stan Shaw, Andy Rogers, Sarah Sinclair and Jean Loveland

Attendees: Justine Glynn, Geoff Bond, Penny Frost, David Williams, Andree Frieze, Anne Powell, Brian Willman and Sam Payne

2 **Approve last meeting notes**

These were not available for discussion

3 **AGM – What went well and what could be improved**

The feeling was that the public meeting was successful with approximately 175 present. Most attendees learnt something as there was so much content. There is a concern that local people think the Forum making the decisions. The AGM section of the meeting suffered through lack of time and it was not clear who was standing on the committee and there was no vote to elect them. The results of the four votes should be handled with care but did give a feeling of the room that was more in favour of a “preserve and enhance approach.” It was questioned whether young people are engaged in the process. We need to be clear what the forum committee is for and what it intends to achieve this year.

Minutes of the public meeting/AGM to be circulated on an email to be drafted GB

A list will be needed of those who are to receive the minutes by post GB

The library will be asked if the Forum can have a notice board in the library GB

Cycling presentation to be sent to GB for loading to the site. The rest have been loaded JG

4 **Proposed structure of the committee**

The proposed standing committee to support the main committee meeting will be put on hold as only between 5 and 8 people have attended the last four meetings anyway.

Minutes of committee meetings to go on the site GB

The minutes to have the attendees added and need to check all are on Dropbox SP

Several non-attendees at committee members have replied to the email asking if they wish to remain on the committee:

Ben Skelton, Helen McNally, Mitesh Patel and Kim Hacker want to stay on the committee. Sam Leir has not replied to communications.

There was a discussion whether someone not attending can be removed from the committee. It was suggested that by not replying to the next email will constitute resignation. Grey Court, Meadlands,

and St Richards & St Andrews to be contacted and asked if they want to propose a member of staff, governor or member of the PSA to be co-opted to the committee.

Terms of Reference for NPDT

AF expects the NF Committee to drive and oversee the Neighbourhood Plan over the next year. The room agreed. Informing and coordinating community engagement is an important role. The plan is the central focus of the NF Committee.

There is a need for a project plan for delivery of the Neighbourhood plan which the committee should agree to make sure it is rational and achievable. This will include further consultation so the work on the plan should not be progressed until the project plan and terms of reference are agreed.

The Neighbourhood plan drafting team (NPDT) to have terms of reference and clear process that they will follow. This will be written by the NF Committee BW, AP

There is a proposal to form working parties on each of the plan streams eg housing and transport

Review Officer Roles on Committee

Fundraising role will be scrapped. Other posts:

Sam Payne Secretary and record keeping

Jean Loveland Treasurer

Andy Rogers NPDT Coordinator, minutes

David Williams Publicity and promotion (with support from Andrew Beedham)

Geoff Bond IT and web site

Andree Frieze Social media

Justine Glynn Vice chair

A process for electing a chair to be drafted with a general invitation to people in the area.

Nominations to close two days before the election at the next meeting. DW

Photos of committee members, who want them, to go on the website GB

Meeting with LBRuT on CIL Clarification & Funding

Andrew Beedham, Justine Glyn, Andy Rogers met Pam Fleming, Paul Chadwick and John Freer to understand why Ham & Petersham are receiving 15% of CIL money when Village plan areas are receiving 25%. An Answer will be received by February.

There is an issue over council support during periods of purdah and need to be considered in the timetable.

£15k has been promised by the council to support the plan production in 3 instalments. Forum thought payments were on hold until NPDT terms of reference are agreed.

AOB

There are proposals for a ferry to Radnor Gardens

Next meeting to be organised by Doodle Poll

SP