

Highgate Neighbourhood Forum Committee Meeting Minutes

Date: Monday March 31, 2014

Time: 7.30-9.30pm

Attendance: Maggy Meade-King, Susan Rose, Michael Hammerson, Louise Lewis, Elspeth Clements, Simon Briscoe, Harley Atkinson, Neil Perkins, Ian Henghes, Allan Rapley.

Apologies: Stuart Bull, Stuart Cox, Alicia Pivaro, Cllrs Rachel Allison & Bob Hare

Minutes: Approved from last meeting (22 Jan 2014). No matters arising.

Neighbourhood Plan – Elspeth Clements

- 'Matrix 4' has been circulated to the planning teams
- 'Matrix 5' – policies – is being assembled and will be sent to Alex in mid April for final drafting
- The list of potential development sites has to be finalised and contact made with all site owners; some of these are already designated by Haringey and an approach is needed for those (if any) which are not
- The inclusion of sustainability assessments has to be resolved
- Requirements for Neighbourhood Plans are emerging as candidate plans in other neighbourhoods are assessed and approved or not; it appears that the Plan should be confined to issues and policies which directly relate to planning policy – hence the Action Plan below

ACTIONS:

- EC to determine with Alex Munro whether the Plan will be ready for consultation on May 26 or not.
- EC/MMK to finalise the list of potential development sites and agree the contact letters where appropriate
- EC to resolve what is required as SEAs for the sites
- EC to arrange for the continued involvement of Adam Brown as far as possible

Action Plan – Maggy Meade-King

- The purpose of having an action plan, in addition to the formal Neighbourhood Plan, is twofold:
 - To capture ideas and aspirations which are not related to planning policy, and thus not eligible for inclusion in the NP, and
 - To be able to present to the public a number of concrete ideas which

will encourage support for the Neighbourhood Plan, which in itself will be a somewhat technical document

- Discussion included:
 - Timing – should an Action Plan be produced before, with or after the Neighbourhood Plan?
 - Potential for interference with the progress of the Neighbourhood Plan – it is essential that the progress on the Plan is maintained
 - Aspirations on social and community issues will be broadly covered in the Neighbourhood Plan, but not at the level of detail expected in the Action Plan
 - Many ideas and aspirations have been generated during the work on the Neighbourhood Plan and it is essential that these are not lost
 - What level of consultation is required for the Action Plan?

ACTIONS:

- MMK will convene an initial discussion on the content of the Action Plan (2.30 pm on Saturday April 5)
- MMK and EC to resolve the division of responsibility between the Action Plan and the Neighbourhood Plan and ensure that no conflict of content or resources arises

Consultation and Communication – Maggy Meade-King

- The current start date for consultation on the Plan is May 26, to be confirmed or changed after Alex reviews the policies
- The logo and design guidelines have been produced
- A leaflet and poster to support the consultation will be designed once it is clear what will be in the Neighbourhood Plan
- The sequence of events from the start of consultation is:
 - 6 weeks' formal consultation with the public and the planning authorities
 - Submission to the Examiner to confirm that the Plan is consistent with all higher level planning policies – borough, London and national
 - Any necessary amendments and consultations with the Councils
 - The public referendum

AGM and New Committee – Maggy Meade-King

- The AGM will be on Wednesday May 7, at the URC Pond Square Chapel.
- It was agreed that if possible a suitable guest speaker would be invited, eg someone instrumental in producing a successful Neighbourhood Plan
- Other agenda items would include Chair's report, Plan report, Finance

report, appointment of committee

- MMK stated a wish to stand down from the Chair but is willing to facilitate a gradual handover to a new appointee
- All current Committee members are invited to state whether they wish to stand again
- Refreshments will be provided if feasible

ACTIONS

- EC to identify and invite a guest speaker
- SB and NP to investigate provision of refreshments
- All committee members to tell MMK whether they wish to stand again

Finance – Neil Perkins

- Current funds are slightly over £5,000.
- 10% of Locality's contribution will be retained by them until completion of the Plan
- All funds held so far are earmarked for Plan production, design and presentation, with a modest contingency allowance

Membership – Louise Lewis

- Slightly over 500 members have been signed up.
- This is not regarded as sufficient representation of the community – members will be recruited at all relevant events
- Affiliated residents' associations would be asked to ask their members to sign up directly with the Forum.

Next Committee Meeting

- There will be no further Committee meetings before the AGM.