

Highgate Neighbourhood Forum Committee Meeting Minutes

Date: Thursday 7th November 2013

Time: 7.30-9.00pm

Attendance: Maggy Meade-King, Michael Hammerson, Louise Lewis, Allan Rapley, Elspeth Clements, Simon Briscoe, Susan Rose, Dion Watts, Ian Henghes, Harley Atkinson, Cllr Rachel Allison, Cllr Bob Hare.

Apologies: Stuart Bull, Neil Perkins, Stuart Cox

Minutes: Approved from last meeting. No matters arising.

Treasurer's Report (delivered in advance) – Neil Perkins

- Bank balance is £6,409 following receipt of £6,269 from Locality (via Lauderdale).
- Project End Date of 30/04/14 has been confirmed to Tom Brigden at the Community Development Foundation.
- I have looked into the tasks involved in setting up and running a Community Interest Company (CIC). I will report in more detail later but in short it is not something we would do lightly. We would need to establish a limited company (probably limited by guarantee not shares) with full Mem & Arts and then be subject to the usual company requirements of accounts filing, annual returns, tax returns etc. We would also be subject to separate CIC regulation that includes other returns. Apart from the work involved there are of course various fees.

Neighbourhood Plan – Elspeth Clements

- Draft 3 of the Plan has been submitted to both Councils for comment; both have responded.
- A meeting has been held with Haringey to review site allocations. There is a significant overlap between the Council's nominated sites and those of interest to the Forum. It was confirmed that SEAs (Sustainable Environment Assessments), which are beyond the Forum's capability, are only required for very large development sites and not for those discussed.
- A Plan Steering Group will meet shortly to digest comments and

to draft the policy section[s] of the Plan, which must be consistent with higher level Council and national policies. EC expressed concern that Haringey lacked clear policies on some issues (such as bin storage) and it was agreed that where Camden had such a policy it would be assumed to hold good for both Councils.

- SB felt that in the case of transport the Council feedback had clarified the direction of development for the Plan.
- The next stage is to redraft sections and submit them for informal consultation within the Forum membership. The formal consultation process (including the Examiner and public referendum) will be significantly later.
- EC expressed concern about the workload on the drafting teams.
- RA suggested that some support effort might be requested from Haringey to help complete the consultation draft.

ACTIONS:

- EC to circulate minutes of the site allocation meeting.
- RA/EC / MMK to follow up on the request for help from Haringey.

Communications and Consultations - Maggy Meade-King

- Some possible bidders for design work on the Plan and on the Forum identity had been contacted but so far none had appeared to be totally satisfactory.
- Other potential designers had now been identified for a logo and related communications material.

ACTIONS:

- MMK to proceed with evaluating design consultants.

Non-Plan activities – Maggy Meade-King

- TfL meeting on September 12: TfL has plans for improved access to Highgate tube station; although these are long term it was agreed that the Plan should include the need for such improvement.
- Meetings and contacts with other Forums:
 - Hampstead is now restarting after a false start
 - Better Archway Forum is progressing
 - Bowes Park is progressing

- Crystal Palace might have up to five different Boroughs to deal with but have been advised to begin with not more than two.
- Southwood Nurseries: a Community Asset application is in preparation

ACTION:

- MH to finalise the CA application
- RA to follow up on the invitation from Haringey to discuss policy for the Highgate Bowl

Declaration of Committee members' Interests – Simon Briscoe

- SB enquired about whether the register of interests was complete and whether it was, or should be, publicly available (eg on the web site).
- HA responded that not all Committee members had completed the declaration, and that in order to make it straightforward for members the declaration requirements were quite limited and individual declarations were not published.
- It was generally felt that this practice needed to be reviewed in the light of the Forum's increasing public profile.

ACTION:

- HA will email Committee members identifying those who have, and have not, completed a declaration, and distribute the current rules for comment and review. Members' interests should be an agenda item for the next Committee meeting.

Other business

- EC expressed concern about contacting property/business owners whose premises were to be identified as potential sites of interest in the Plan. Clearly if this were done inappropriately it could be unsettling and could lead to significant opposition to the Plan.

ACTION:

- EC will work with Amy Tyler Jones on whittling down the number of development sites – this may remove the small private businesses from the list and thus the above problem.