

## Roman Road Neighbourhood Forum Steering Group meeting minutes

Date	7.30pm, 25th May 2016
Venue	Eleanor Arms, Old Ford Road

Attendees:

<b>Tom Martin (TM)</b>	<b>Chair</b>		
<b>Alex Holmes (AH)</b>	<b>Vice Chair</b>		
<b>Lee Sargent (LS)</b>	<b>Secretary</b>		
Sarah Allan (SA)	Nadia		
Torange Khonsari (TK)	Gavin Cambridge (GC)		
Laura Heyloop			
<b>Apologies:</b>			
Mike Mitchell (MM)	Tabitha Stapely (TS)		
Neil Vening (NV)			

Minutes:

Item	Issue	Action
1.0	<b>Apologise</b> Mike and Tabitha cannot make it. Neil last minute emergency.	
2.0	<b>New attendees / introductions</b>  Big welcome to the group Laura, Nadia and Torangue from Public Works	
3.0	<b>Approval of previous minutes and Matters Arising</b>	
3.1	No issues raised with previous minutes	
3.2	Consultation Record Some members of the forum (led by MM) had a meeting with TH council on 18/5. It was noted that the council seemed very busy. Those present at that meeting highlighted that the forum must show lots of consultation on final boundary and be clear when	TK to come up with questions on boundary for Saturday 11 <sup>th</sup> yard market event.

	consultation the purpose of the boundary (do we need a special meeting for this??). Agreed at this stage it is important not to get too bogged down on policy and aims.	
<b>4.0</b>	<p>Yard Market stall</p> <p>Volunteers for 28<sup>th</sup> are</p> <p>Gavin 10-12, Nadia, 12-2, Laura, 2-4</p> <p>Queens Birthday Tea 11<sup>th</sup> June</p> <p>Discussions on what forum could do regards above event to help with consultation</p> <p>- Consultation Record</p>	
4.1	<p>Queens Birthday Tea 11<sup>th</sup> June</p> <p>Discussions on what forum could do regards above event to help with consultation.</p> <p>Queen of Roman Road Photo booth ideas – see actions. Liaise with RRTrust over this.</p> <p>Members available to help on the day so far are:</p> <p>Tom, Sarah, Alex, TorS, Laura, Gavin, Nadia</p>	<p>TK to work with students to design document “What does your neighbourhood mean to you?”</p> <p>Make sure that we can get email address and post code from participants</p> <p>To be then emailed out and to be directed to common place.</p> <p>Tom - Print 100 maps – A4.</p>
4.2	<p>Consultation Record</p> <p>Agreed now important to document all consultation events</p> <p>Record activities held so far: Yard Market (Tom) First public meeting (Torange) Beating the bounds walk (Torange)</p>	<p>Diary with photographs for each consultation.</p> <p>TK to work with students to create a document.</p> <p>Gavin to start new consultation slack channel. Make spreadsheet for activities.</p> <p>Gavin to open a drobox for photos and documents linked to slack.</p> <p>Yard Market (Tom) First public meeting</p>

		(TK) Beating the bounds walk (TK)
<b>5.0</b>	<p>Public Meetings</p> <p>Lee agreed Caxton Hall was available on evening 15/06 for free. 6.30-8.30pm was agreed time slot but have hall until 9.00pm for clear up.</p> <p>Need to send email invites out based on held lists.</p>	<p>Lee to book meeting 6:30-9pm (50 people). Check facilities.</p> <p>Gavin to draft blurb by 12/05</p> <p>Tom to split up group list to email</p> <p>Torange to take the ethnic minority groups.</p>
<b>6.0</b>	<p>Work Plan Update</p> <p>Moved forward</p>	
<b>7.0</b>	<p>Funding Report</p> <p>Moved forward</p>	
<b>8.0</b>	<p>Social Media</p> <p>Ongoing</p>	Gavin to start a slack social media channel
<b>9.0</b>	<p><b>Introduction to Urban Framework</b></p> <p>TorS did a brief summary. A CASS project. Highlights included Art and shopkeepers, green your garden initiatives, sculpture triennial, centre mappings</p>	
<b>10.0</b>	<p>AOB</p> <p>Leaflet – was recorded no money for this yet. Is there a finance committee or do we need one?</p>	
<b>11.0</b>	<p>Next Meeting</p> <p>Wed 8<sup>th</sup> June. Venue TBC. Idea of roving venue floated.</p>	