

Roman Road Neighbourhood Forum Steering Group meeting minutes

Date	7.30pm, 30th Nov 2016
Venue	Tabitha's house

Attendees:

Alex Holmes	Chair	Nick Wicks	
Lee Sargent	Secretary		
Sarah Allan	Nadia Wilkinson (NW)		
Tabitha Stapely	Mike Mitchell		
Apologies:			

Minutes:

Item	Issue	Action
1.0	Apologise None	
2.0	New attendees / introductions None	
3.0	Matters Arising inc. update on councils process NW/TS have sent out a boundary based newsletter! TS summarised feedback from council. In the main very positive. Our boundary application is available in the RR Idea Store and TH council website. We will also have a piece about us in next edition of Our East End (they have also tweeted us!) Consultation on boundary open until 23/12	

<p>4.0</p>	<p>Application to LBTH for forum designation</p> <p>Forum Membership – NW to identify gaps by 05/12 Mike to look at faith groups TS – business NW – to compile list of 21 contacts as below</p> <p>4 x Faith 2 x RR Trust 5 x Business 8 x Residence Association 1 x councillor 3 x community / charity</p> <p>(total 23 so bit of flexibility)</p> <p>Discussion over application questions.</p> <p>Q1 – ongoing work TK/SA for a and b – part c NW to answer Q2 – draft on slack Q3 – Tabitha speaking to Elly for TH council Q4 – ongoing LS</p> <p>Timetable agreed as follows</p> <p>1st drafts back by 09/12 Comments back by 14/12 Mike/Tabitha will then finalise form</p> <p>Confirmed slack was for messaging only. Googledoc drive for storage and record keeping.</p> <p>Agreed to aim for a monthly newsletter. Decembers to mention Jan Meeting and Commonplace.</p>	<p>TS to invite us all to shared googledoc</p> <p>NW to send out newsletters on</p> <p>12th December 1st week January</p> <p>TS to clarify where we are with Q3 as I am afraid I do not have notes from last night about this.</p>
<p>4.1</p>	<p>Update about commonplace.IS</p> <p>After much trying Nadia and Gavin confirmed stuck as how to map out forum members</p>	<p>TS to contact commonplace CC in Gavin and follow through.</p>
<p>5.0</p>	<p>Publicity Leaflet</p> <p>TK to follow up design cost LS to confirm best Calverts offer.</p>	<p>TK/LS to firm up by end of year so MM can update budget.</p>
<p>6.0</p>	<p>Forum at Xmas Fair</p> <p>Confirmed we have a stand. TK/Carlotta to man the stand!</p>	<p>TK to print 100 B+W sign-up sheets</p>
<p>7.0</p>	<p>18th Jan Meeting</p> <p>Confirmed will be in eve. Venue still needed</p> <p>Structure of night will be:</p> <p>Introductory video/Update on where we are/How to get involved/Q&A</p>	<p>Gavin to clarify what Idea Store can offer.</p>

8.0	AOB Need a venue for next meeting. Tabitha volunteered her front room. Venue will be needed going forward.	TS to confirm still OK to host 1 week prior to meeting.
	Next Meeting Wed 4 th Jan. 2018	