

Roman Road Bow Neighbourhood Forum Steering Group meeting minutes

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| Date | 7.30pm, 21 st June 2017 |
| Venue | 13 Selwyn Road |

Attendees:

| Name | Position | Name | Position |
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| Alex Holmes (AH) | Chair | Torange Khonsari (TK) | |
| Lee Sargent (LS) | Secretary | | |
| Tabitha Stapely (TS) | | | |
| Sarah Allan (SA) | | | |

Minutes:

| Item | Issue | Action |
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| 1.0 | Apologies/ New attendees / introductions | |
| | NW/MM cannot make it. Lucy Sadler and Alander (new members) also said could not make it. | |
| 2.0 | Minutes of last meeting Minutes of the last steering committee meeting were approved and there were no outstanding actions | LS to circulate minutes of general meeting on 31/05 to #general channel on slack |
| 3.0 | Finances MM updated the committee in his absence with a prior statement on Slack 'Once we have a clearer sense of what we want to focus on then we can apply for some further grant support, including obtaining some consultancy help – possibly to build our evidence base and help work up specific proposals? We have spent £5,403 to date of a possible £9,000, so we can apply for up to £3,597, plus a further £6,000 for technical support up to 2020. I'm very willing to work on the grant applications' | |

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| 4.0 | <p>Feedback from Forum General Meeting on 31st May Inc. meeting notes plus update on ambassadors</p> <p>We have 3 ambassadors confirmed. Paul Pearce – Ranwell John White - MEOTRA Cesare - Chisenhale</p> <p>TK has tried very hard with the Malmesbury Estate but to no avail TS has put TK in touch with Rachel Taylor from Malmesbury School LS has said he would contact One Housing to see if any opportunities and will also advertise the ambassadors in his block (Antill and Medway)</p> | |
| 5.0 | <p>Common Place and Placecheck update</p> <p>Moved forward</p> | MM/NW to update at next meeting |
| 6.0 | <p>Gathering Support for the Consultation plus Engagement Strategy</p> <p>SA/TK circulated and explained engagement strategy doc.</p> <p>SA to put final engagement strategy doc in googledocs – group to comment. LS to put as main agenda item for next meeting.</p> <p>Agreed to have engagement strategy in place by end of August TS to add Maria* to Slack #Committee and agreed could come to meeting.</p> <p>*Maria is an Erasmus student working with TK for 6 months. TK said she could assist the committee with engagement strategy work. Committee agreed.</p> <p>First stage of strategy would be to gather data via walks and other “physical” means. End result would be a final expo or “Charet” of results.</p> | <p>TS to add Maria to slack</p> <p>LS to add Engagement Strategy to agenda.</p> |
| 7.0 | <p>Next Steps in the process</p> <p>Forum is now in the consultation period for 6 weeks.</p> <p>MM in slack message to the steering group stressed that</p> <p>‘Our work needs to show awareness of and relate to the Council’s core strategies we mention in our applications for Area and Forum designation’</p> <p>‘gather views of people across the area we will need to identify key issues and concerns and eventually decide what to focus our efforts on’</p> <p>‘We need to continue engaging with as broad a cross-section of our whole area as possible over the coming year’</p> <p>Committee agreed we need to call out for positive comments.</p> | <p>JW to meet with JW MEOTRA and see if he can get message out in his network</p> <p>TS to send out newsletter to forum members.</p> |
| 8.0 | <p>AOB</p> <p>None</p> | |

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| 9.0 | Next meeting date Wed 19 th July then 16/08, 20/09, 18/10, 15/11, 20/12 | TK sent her apologies for 19/07 |
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