

## Roman Road Bow Neighbourhood Forum Steering Group meeting minutes

Date	7.30pm, 16 <sup>th</sup> August 2017
Venue	Interact Hub, Ford Road Carpark, E3 5NS

### Attendees:

Name	Position	Name	Position
	Chair	Sarah Allen (SA)	
Lee Sargent (LS)	Secretary	Ananda Pellerin (AP)	
Tabitha Stapely (TS)			
Mike Mitchell (MM)			

### Minutes:

Item	Issue	Action
1.0	Apologies/ New attendees / introductions	
	TK / AH / NW / LSAD sent apologies as cannot make it.	
2.0	Minutes of last meeting  Minutes of 19 <sup>th</sup> July had been circulated on Slack prior to the meeting. No amendments were made to these.  MM agreed to email NW ASAP regards commonplace/placecheck transfer. If no joy then AP will step in and oversee	MM/NW/AP
3.0	Finances  TS/LS resigned Barclays account forms. TS to go to Barclays to hand in forms so forum account can be opened.	TS

	MM confirmed that we could put in for just under £3,600 grant application in October pending agreement of strategy and an action plan in September	
4.0	<p>Engagement Strategy Update</p> <p>Was agreed that the committee would hold a special strategy meeting prior to next committee meeting to develop a plan and find out what TK Erasmus student can do. Also, we would look at working out a budget for ambassadors, outreach and the “charrette”.</p> <p>Committee discussed SA engagement questionnaire and agreed would be recirculated with instructions to the committee.</p>	<p>LS to contact TK to seek out availability on 13/09</p> <p>AP to tidy up with and share for comments</p>
5.0	<p>Ambassador Update</p> <p>Was agreed to get in touch with ambassadors once more of a plan is developed with the Erasmus student.</p>	
6.0	<p>LIF Consultation</p> <p>Was agreed all committee members that have not done so need to fill out the survey. Link is on slack.</p>	All
7.0	<p>Commonplace/Placecheck</p> <p>See update from last month's minutes above.</p>	
8.0	<p>Next Steps</p> <p>We should hear back from council very soon re confirmation of forum application (was due 13/08).</p>	
9.0	<p>AOB</p> <p>TS explained how RR Trust is exploring avenues of local regeneration via “Good Growth Fund”</p> <p>TS explained that the job descriptions she has wrote are half finished.</p> <p>SA updated committee on a planned Norman Grove Development. The committee stated that they are happy in principle to support a good quality scheme and support residents in achieving that.</p>	TS to finish job descriptions
10.0	<p>Next meeting</p> <p>13/09 TBC (special strategy meeting)</p> <p>Committee meeting with ambassadors 20/09</p> <p>MM has said would host meetings. This is TBC.</p>	LS to confirm dates/venue