

Roman Road Bow Neighbourhood Forum Steering Group meeting minutes

Date	7.30pm, 15 th November 2017
Venue	Flat 20, 2 palmers Road, E2 0SX

Attendees:

Name	Position	Name	Position
Alex Holmes (AH)	Chair	Nadia Wilkinson (NW)	
	Secretary	Sarah Allen (SA)	
Mike Mitchell (MM)	Finance		
Daniella Ricci (DR)	Erasmus Student		

Minutes:

Item	Issue	Action
1.0	Apologies/ New attendees / introductions	
	LS sent apologies as could not make it (key/lock issue in workplace).	
2.0	Minutes from last meeting LS/AH Minutes of 18 th October were agreed as an accurate record of the meeting. It was noted (after checking with TS) that 'Tabitha is very happy to remain on the committee as Council Liaison person. She will try to attend any daytime meetings will LBTH and help by bringing an overview from the various council departments she deals with regularly.'	Ananda Pellerin (AP) to finish the revision of the engagement questionnaire, if not already completed.
3.0	Update on area ambassadors / engagement strategy – All Daniella Ricci summarized the work she had been doing to implement the engagement strategy over the past month: 1. <u>Meeting with ambassadors on 10th November:</u>	Daniella (DP) and Torange (TK) to finalise venues and dates of engagement meetings with support from other steering group members; Amana Pellerin and Lucy

	<ul style="list-style-type: none"> · Overall, they showed their excitement to be involved and to help in the future steps to follow. · Andy Spracklen had decided to step down for personal reasons. · Jackie Harris attended the meeting and will be the ambassador of Tredegar Road. · Tony Hart the ambassador of Anthill & Medway informed us they have a closed community Facebook group called GroveFriendsGroup where he can talk about the RRBNP and get more people involved, and share about the event. He also mentioned that their community is now struggling with the development of sites at 10 and 12 Norman Grove Children's home, where the developers want to maximize density with regard to heights, and maximize profit, rather than engage with the local community in a meaningful way. · The boundaries of Ranwell and Chisenhale sub-areas were changed during the meeting on the suggestion of Paul Pearce. (Daniella to send the map with the changes) · In general, the ambassadors are spreading the word about the NP in their areas, talking to neighbours and getting information about the possible sites for the engagement events to take place. It was agreed that they need to be inside due to the cold weather. The events will take place on the weekends <p>2. <u>These are the anticipated sites for the events and their status:</u></p> <p>1-Meotra: The Art Pavilion. Expecting John to get back with more info 2-Malmesbury: Still looking for a place 3-Fairfield: Bow Arts. Daniella currently in contact with Sophie Hill to negotiate the price. 4-Tredegar Road: Tredegar Community Centre. <u>Confirmed</u>, possible date on the 27th of January. Cost £10 per Hour 5-Anthill & Medway: Ecology Pavilion. He will spread the word around and get in contact with info about cost and requirements to have the event there. Additionally, Torange, Tabitha and Daniella contacted <u>Olga Primary School</u> about how we could: get the kids at Olga involved in deciding the future of their community, and start developing with the kids at Olga a programme of projects around neighbourhood planning. <u>6-Chisenhale: Chisenhale Studios</u>. Daniella contacted them requesting costs and details to book a space for the event. Waiting for response 7-Ranwell: Christmas market on the 16 Dec + after Christmas Butley Court Community Centre. 8- Old Ford: Francis Lee Community centre. Hall hire: minimum £30 per hour, plus a refundable deposit of £100. Negotiable for local voluntary groups. Fully accessible facilities. Daniella will visit tomorrow to get more information. Missing ambassadors: Cesare mentioned he might get someone on board for Old Ford. Ambassadors still needed for Fairfield and Malmesbury.</p> <p>3. <u>Meeting with Clarion Construction Training Manager</u></p> <p>Daniella and Torange also had a meeting with Rick Levene, the Construction Training Centre Manager from Clarion Housing Group. They discussed the Orchard project and the possibility of further collaboration. Daniella and Torange now have the idea of holding an event (talk) in their space that can help to engage more people with the Orchard and also with the NP. They can provide the refreshments and so on, late afternoon. There is potential to share about public realm and architecture, community involvement, volunteering and future collaboration.</p>	<p>Sadler to publicise these events as widely as possible on social media.</p>
4.0	Update on Common Place/Placecheck	

	<p>Nadia Wilkinson shared that she had obtained a copy of the Commonplace data (in csv format). She was in contact with Chris, who deals with technical issues for Placecheck about getting this data uploaded onto the Placecheck map. The two apps have different field headings for the data, but generally the integration of the two systems shouldn't be too difficult. The transfer of individuals' names of those who made the comments would however be more problematic.</p>	<p>It was agreed not to transfer the names of people who had made comments on Commonplace to Placecheck. Nadia to complete transfer of data to Placecheck and seek to have Placecheck live by December 13th.</p> <p>Tabitha (TS) to be asked to remove Commonplace from the website</p>								
5.0	<p>Finance update by MM</p> <p>Groundworks, which administers grants on behalf of the Dept. for Communities and Local Govt under the Community Rights Programme - Neighbourhood Planning, had made the Forum a grant offer as follows; Public consultation in the 8 sub-areas: £1,440 Web hosting and Forum website/social £775 10,000 general leaflets to go to homes £1,000 ----- Total: £3,215</p> <p>The Forum now had a Barclays Community a/c in its own name and Mike hoped the grant could be paid into this. (Note: Subsequent to the meeting, Groundworks informed Mike the grant can't be paid direct into the Forum a/c as weren't an incorporated body, i.e. a registered charity or company limited by guarantee. It's probable therefore that the grant will need to be paid via Roman Road Trust as before.)</p>									
6.0	<p>AOB</p> <p><u>6.1 Car Park site and the Good Growth Fund</u> The Roman Road Trust had applied to Good Growth Fund, Mayor Sadiq Khan's £70 million regeneration programme to support growth and community development in London. Sarah Allan reported to the meeting that the Trust's expression of interest for a grant for a feasibility study on the site had received initial approval by the Greater London Authority.</p> <p><u>6.2 Meeting with LBTH on 10th Nov regarding Local Infrastructure Fund (LIF)</u> Sarah Allan and Mike Mitchell had met with Dee Moyo, Growth and Infrastructure Planner, and her boss Chris Horton. LBTH had shared a list of projects that had been nominated by the public in the Council's recent LIF consultation exercise:</p> <table border="1" data-bbox="272 1812 1150 2076"> <thead> <tr> <th>Ward</th> <th>Project Nomination</th> </tr> </thead> <tbody> <tr> <td>Bow West</td> <td>Bicycle Parking/storage (x3)</td> </tr> <tr> <td>Bow West</td> <td>Slowing down traffic at Roman Road</td> </tr> <tr> <td>Bow West</td> <td>Improvements to narrow bridge link over Hartford Uni Canal on Old ford Road</td> </tr> </tbody> </table>	Ward	Project Nomination	Bow West	Bicycle Parking/storage (x3)	Bow West	Slowing down traffic at Roman Road	Bow West	Improvements to narrow bridge link over Hartford Uni Canal on Old ford Road	<p>Mike Mitchell (MM) to explore the availability of St. Paul's Church in St Stephen's Road for the event.</p>
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	<p>LBTH agreed to add to this list the two projects discussed during the meeting:</p> <ul style="list-style-type: none"> <input type="checkbox"/> To turn the temporary structure on Ford Road, now named Common Room, into a permanent community building <input type="checkbox"/> To turn the car park on the corner of Roman Road and St Stephen's Road into a town square <p>We were told that we could submit a Project Initiation Document (PID) for the site to Fiona Crehan at the Council if we wished to discuss proposals further.</p> <p><u>6.3 Plans for Forum's Inaugural Annual General Meeting (AGM)</u> A provisional date of Saturday afternoon (2.30-4.30 pm) was agreed for the Forum's first AGM, which would be combined with a workshop type event, which could include an update on the NP process, drawing together themes and issues from the community engagement process, and seeking volunteer help to move towards policy and project development and the writing of the neighbourhood plan.</p>																
9.0	<p>Next Meeting dates</p> <p>Steering Committee TBC</p> <p>Ambassador meet ups TBC</p> <p>AGM proposed Sat 24th Feb 2018</p>																