

# HAMPSTEAD NEIGHBOURHOOD FORUM COMMITTEE

## Minutes of Meeting

Thursday, 13 November 2014, 6:30 pm

**Attending:** Councillor Siobhan Baillie (SB)  
Stuart Flude (SF)  
Janine Griffis (JG)  
Alex Nicoll (AN)  
Fiona Reeve (FR)  
Kimry Schlachter (KS)  
Stephen Taylor (ST)  
Ben Vanbruggen (BvB)

**Also Attending:** Linda Chung (LC)  
Peter Kohl (PK)  
Sowmya Pathasarathy (SP)

**Apologies:** Councillor Theo Blackwell  
Bob Buhr  
David Castle  
Councillor Tom Currie  
Melissa Remus Elliot  
Andrew Haslam-Jones  
Vicki Harding  
Councillor Simon Marcus  
Andrew Parkinson  
Ellen Solomons  
Councillor Stephen Stark  
Laurie White  
Jeremy Wootliff

**Location:** 14 Denning Road NW3 1SU

### 1. Minutes of Last Meeting; Matters Arising

The minutes of the meeting of 9 October 2014 were approved.

### 2. Review of Vision Consultation

FR gave a brief summary of the responses received to the Vision consultation, a report on which she and SP will prepare for a presentation at the upcoming 20<sup>th</sup> November community engagement event. In brief, each of the Vision items received over 90% support from respondents, with the least amount of support relating to activities to encourage tourism in the Area.

KS reported that she had reviewed the number of responses and the demographic data on respondents, comparing it to the overall demographic information for the Area. In terms of numbers of respondents, the size of the sample is large enough to be considered representative, and the split of males/females is representative. However, we do not have

the data on some demographic points to say how representative the sample is of the area in some ways. She added that in terms of age groups, we had over-representation in the ages roughly 45-50 and over, and a lack of representation for those under 45, which must be taken into consideration in using the data and moving forward.

AN reported on his review of additional written comments included in the response forms. Two issues received more comments than any others: the mix of shops on the high streets and basement policies. He noted that these topics also had been commented on the most in prior consultation activities.

There followed a further discussion on the results from the consultation on the Forum's Vision document.

Before having to leave the meeting, LC commented that she felt that it was important for the Forum to establish a position on how it should respond to requests by residents and community groups on particular current planning issues in the area, such as the proposed Royal Free Hospital enlargement and conversions of offices to residential use. JG thanked LC for her comments and noted that this topic would be covered later in the meeting (see item 4 below).

### **3. Plan Development**

SP reported that on behalf of the Forum she had attended a meeting of the Highgate Neighbourhood Forum, where she was able to discuss with their chair and deputy chair certain issues that Highgate had experienced in the development of its plan. In particular, the Highgate officers highlighted their forum's experience in evidence gathering, the process for identifying plan policies and the use of an outside planning consultant.

SP further reported on the status of identifying a planning consultant to assist the Forum. SP, JG and David Castle (DC) had reviewed four potential consultants and had narrowed this list to two candidates. SP noted that the Forum's current budget likely would only provide funding for a limited scope of work by the consultant, in particular to assist in writing the Plan to accord with relevant planning laws. SP said that the two candidates would be interviewed shortly so that one could be selected by December. DC, BvB and Andrew Parkinson also will assist with the interview and selection process.

JG reported that she and DC had worked on a preliminary draft of an Existing Plan Review chart, to outline where existing local and national policies support our aims and objectives and where they need to be strengthened. BvB raised the question as to whether it was appropriate at this stage to do such a review, in light of the other tasks that the Forum intended to work on during the next few months, such as the creation of suggested policies for community consultation and the beginning of the drafting of the Plan itself.

After a further discussion, and subject to further review of the draft Plan Review document, the following indicative timing was suggested: (a) completion of an initial draft of the Plan Review chart by the end of January, 2015, (b) the creation of a document suggesting potential Plan policies by the Forum's Annual General Meeting on March 5, 2015 (building on the recently completed Vision document consultation and the further consultation event of 20<sup>th</sup> November) and (c) initial drafting work on the Plan beginning in the Summer of 2015.

KS suggested that the committee meet at some point in January to take stock and discuss progress of the Plan. JG said that this would be a good idea, time permitting.

#### **4. Forum Role and Current Planning Issues**

KS commented that she believed that there had arisen some misperceptions among Area residents about the role of the Forum. JG likewise reported that she had received several requests from Area residents for the Forum to express its views on particular current planning applications. SB also commented that perhaps residents were unclear as to the timing of the Forum's work in developing a Plan and the role of the Forum after the Plan is approved.

After discussion, it was agreed that the Forum should not at this stage take any advocacy positions in regard to particular planning issues and that this should be made clear to Area residents.

SB suggested that the Forum produce a written statement that could be used to respond to requests or enquiries by residents regarding the Forum's position on particular planning issues, and that she would prepare a written draft for consideration. JG said that she would then circulate the draft proposal among the Committee for further comment and approval.

#### **5. South End Green Development Group**

ST reported that he and JG had held two meetings with business traders in the South End Green area to discuss the formation of a group to create a development plan for SEG. Although the numbers attending the meetings were small, there was a lot of interest from those attending to work together to develop a plan.

ST explained that Camden had committed £90k of TfL funding toward a study on how to improve traffic flow in the SEG area. Any plan supported by the community could feed into this study.

JG also mentioned that it was possible for the Forum to apply for a grant of up to £20,000 from the Mayor's High Street Fund to assist with this project, with the application deadline of 1 December 2014.

BvB also queried whether a similar High Street Fund should be made in respect of the Hampstead village centre. Following discussion, BvB suggested that he first speak with members of the NW3 traders' association to gauge their interest, and report back to the Committee.

#### **6. Communications**

ST reported that the Forum's new website should go "live" in the next few days. New functions would provide more information to the Committee on new Forum members, and would make it easier joining members to indicate their particular expertise and willingness to volunteer for Forum activities. ST also mentioned that new areas could be added to the website to connect members interested in particular topics, such as Traffic and Play Streets.

#### **7. Community Engagement Event on 20 November 2014**

FR, SP, JG and ST outlined the proposed running of the Forum's next community engagement event, scheduled for Thursday, 20 November at the Hampstead Community Centre -- after an introduction by JG, SP would present the results of the community consultation on the Vision document, which would be followed by break-out discussion groups covering three topics: local economy, open spaces/streets and homes/heritage. Draft priorities would be presented to prompt discussion in each break-out group.

The Committee discussed Camden's current consultation regarding its proposal to withdraw permitted development rights in Hampstead Village and South End Green that would allow office to residential conversion without a planning application (Article 4 Directions). The Committee agreed that this item should be included in the discussion topics for the break-out groups.

## **8. Finance**

SF gave a financial report to the Committee. SF reported that the Forum had approximately £4,000 of unspent funds from its earlier grants, which was available to be spent or allocated toward existing invoices issued by 31 December 2014. The Committee discussed various anticipated expenses, including fees for a planning consultant, printing costs, website costs and expenses for the next AGM, and agreed that to the extent possible these expenses should be paid and/or invoiced by year-end so that the grant funds could be used to pay them.

## **9. AOB**

It was decided to hold the next AGM at St. Stephens Church. The AGM is scheduled for 5 March 2015.

At DC's request, JG solicited volunteers to assist in the review of the Conservation Area Statements within the Area. DC is heading this review process. SB said that she would be willing to help.

## **10. Next Meeting**

The next Committee meeting will be held on Wednesday, 7 January 2015.