

HOVE STATION NEIGHBOURHOOD FORUM

Minutes of 25th Meeting of the HSNF Management Committee Wednesday 19th August

David Kemp's Office, 9 Hove Park Villas 6.30pm

Attended by:

Committee members

Nigel Richardson	Lesia Syrotiuk
Robert Glick	David Kemp
Stuart Croucher	Sue Gibson
Jon Turner	

Neighbourhood Plan Co-ordinator

Mike Gibson

Guests

Jackie O'Quinn (councillor for Goldsmid Ward)

1. Apologies

Helmut Lusser

2. Minutes of previous meeting August 19th (NR)

Minutes were approved

3. Matters arising not covered by agenda items below

None

4. Treasurer's report

The money for the room hire in The Hive have been deducted and the current balance is £1878. This amount is needed to cover the costs of the Energy Kickstart project.

5. Committee membership issues (NR)

- Jackie O'Quinn was present at the meeting. She highlighted the importance of having an updated website as it can be used to refer interested people to in order to find more information about the Forum.

- Mike has a list of potential volunteers that need to be contacted. However, that can progress after the website has been updated so the potential volunteers can understand fully what organization they are joining in and what responsibilities they would take on.

6. Updated Project Plan and Working Group Terms of Reference (NR/MG)

In order to finalise ToR, Mike and Nigel needed to schedule meetings with conveners of working groups in order to discuss specific goals and working plans that would ensure their input into the development of Neighbourhood Plan.

Action Nigel: to update the working plan in order for the Forum to be able to keep members informed, for the working groups to achieve goals by the needed date and to ensure that the process overall complies to the formal legal requirements.

Mike had pointed out that it is critical that the management committee is more public. However, Stuart said that we should not rush but do this properly in order to avoid misunderstanding similar to that of the boundary line issue.

Action All WG convenors: to check Nigel's document regarding working groups and comment on any changes/clarifications that need to be done to their group's goals/responsibilities.

Action Nigel: to email approximate schedule for the meetings with convenors to discuss those comments. These meetings are to be held and the document refined by the next committee meeting.

Jackie had pointed out a possibility of getting in touch with similar organisations to share their experience in writing a Neighbourhood Plans, e.g. Sue John (Jackie was going to forward her details to Nigel).

Mike said that the Forum needs to hold a Have Your Say Day event in order to inform people on the progress HSNF made and on our engagement with the council officers and the developers.

6.1 Discussions with land owners and developers

Mike attended a meeting involving Hyde. We need to ensure that the relevant working group meets with the developers.

6.2 Update post meetings with Matsim.

Matsim have been in touch regarding the work they are doing on the scheme for Conway St site. They are keen to have feedback from the Forum and will have a public consultation in about 6weeks.

6.3 Discussion with Matsim on the development of their site in Conway St

The first our of the HSNF management committee was a presentation by LCE Architects (Alan and Beatriz) of an ongoing scheme they are developing for Matsim. The main feedback they received from the committee was that the courtyard was only partially sunlit, there was good design of the blocks of flats that would help to break down the overall mass by dividing the structure into visually separate buildings through the finishes, also it had been pointed out that the backs of the properties facing Goldstone Villas can be somehow engaged.

7. **Application for Neighbourhood Planning Grant (NR)**

It had been noted that we need to apply for the grant (part of £8000) and the technical packages soon in order to find out if HSNF qualifies for additional £6000. Nigel will summarise what expenses are necessary at the moment to apply for finances to cover those with the main grant. This is due to be done after the meetings with convenors.

8. **Working Group Reports**

8.1 Housing, Regeneration and Transport

Stuart was absent at this stage of the meeting

8.2 National, Local and Neighbourhood Planning Policies

Helmut was absent at this meeting.

8.3 Communications, community engagement and community infrastructure (RG and MG)

Robert had sent out reports on the work that was done since last meeting. The report on the Ellen Estate eco-retrofit refusal was ready to be uploaded to the website.

Action Robert: to request a review of the structure of the website from Manish. Also, was there any outstanding time remaining from commissioning Manish during last grant application? Or outstanding services?

Nigel stated that it would be beneficial to find a volunteer with website skills from the members to help in the Comms WG.

Also, Robert had distributed a report about the free magazine possibility for local area/HSNF. The main issue is the distribution within blocks of flats – it is difficult to deliver within them.

8.4 Sustainable Green Neighbourhoods Group (JT)

Jon said that the interim report for network Power has been completed and ready for sending. It was not necessary to write but it would be useful to be put on Forum's website.

9. Aob

Hove Park Forum has now been designated.

Mike noted that HSNF is also eligible to apply for another grant (Healthy Neighbourhood Communities) of £500.

Date of next meeting Wednesday September 9th 6:30-9:30pm

David Kemp's office, 9 Hove Park Villas

Lesia Syrotiuk
HSNF Secretary