

## HOVE STATION NEIGHBOURHOOD FORUM

Management Committee Meeting, Thursday June 15 – 7.30 to 9.00pm

Blatchington Court Trust, Hove Park Villas

### MINUTES

#### 1. Apologies and Acceptance:

Present: Nigel Richardson, Robert Glick, Jon Turner, Mike Gibson, Helmut Lusser, David Kemp, Kim Tisdale, Stuart Croucher\*

Apologies: Sue Gibson, Georgina Basset, Nick Pykett

#### 2. Minutes & action points from last month's meeting:

Decision to focus on agenda key topics - due to time constraint.

#### 3. Governance group report:

- a. Bank balance stands at £2,200 with no outstanding payments to be made.
- b. Membership Secretary: **Action KT** to come next meeting with membership update. Work with Robert on mailbox folder management and process for adding new members to email list.

#### 4. Communications and Community Engagement Group:

Robert G gave update to Committee.

##### - Website Improvement Recommendations

Mike Whelan proposal: estimate of £760 additional work for website. Improve design/navigation and content (£300). Content author training (£200). SEO (£100). Social Media strategy tools and guidance (£100). Reduced hacker activity (£40). Add EU Cookie Banner (£20).

Committee reviewed proposal and overall liked the plans. It was agreed SEO was not needed given the nature of the website. [See 'Budget' for further relevant details.]

##### - HSNF Postcard Design Review

Postcard created by MW/MG and presented to committee. Aim to be a generic A5 two sided flyer promoting the HSNF that can be reused. Agreed that pictures need to be updated as now out of date. [See 'Budget' for further relevant details]. Overall liked design and aim.

##### - Budget

Committee had in depth discussion regarding available budget: MG: £760 out of £1200 available funds (minus £1k grant). Agreed not enough available funds for all desired activity - a) June Newsletter (design, printing and distribution) b) Website improve recommendations c) HSNF Postcard. This also does not take in to consideration funds for the next HYSD.

- **Action: MG/RG** (representing Communications Group) to revert with proposed use of £1200 budget for remainder of year's activity by Tuesday 20<sup>th</sup> June.
- **Action: RG:** Need to identify any days left from MW from pre-paid work already in order to fund June Newsletter. Request to reduce printing costs of Meeting Nigel/Mike/Robert to review budget and plan. Chair will give final decision regarding prioritisation of fund spend.
- **Action: NR** requested fund raising for future expenditure to go on next agenda as a priority.
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### **Neighbourhood Plan Policies & Projects Group**

- Hove Station Neighbourhood Plan 5<sup>th</sup> Draft – Helmut checked members had received latest draft. Reminded that text highlighted in blue were updates. Committee will meet separately to go through in detail. **Action: HL to organise.**

- 5.1 Hove Gardens / Matsim Development – MG gave update from Council Planners Matsim Development Assessment. Their recommendation is that the development be refused based on the failure to reach the affordable housing target. It was noted that MG had negotiated 3 minutes at the BHCC Planning Committee Review to present the Forum view. Committee reviewed initial 3 minute presentation created by MG. Feedback given and approach discussed and agreed.

**Action: MG/All:** MG request that each member provide him 5 bullet points representing top 5 arguments. MG to review/ rewrite and republish to all by Monday eve 19<sup>th</sup> June In readiness for BHCC Planning Committing Meeting @ Hove Town Hall Wednesday @ 2pm.

**END**

\*Not present at beginning of meeting