

Minutes of the Marylebone Forum Planning Committee Meeting – 4th April 2016.

Held at The Howard De Walden Estate Office, 23 Queen Anne Street, W1.

Present:

Kevin Coyne (Chair), Michael Bolt, Sarah Hume, Steven Dollond, Stephen Evans, Andrew Wilson, Hugh Small, Penny Alexander, Steven Medway, Richard Lovell, Tim Carnegie,

In attendance: Brendon O'Neill.

1. Welcome

KC welcomed everyone to the meeting.

2. Apologies

Michael Meadows, Kay Buxton, Matthew Rivett, Mike Wood, Simon Loomes, Amanda Feeny, Sheila D'Souza, Stephen Quinn.

3. Approval of the Minutes of the Previous Meeting

Subject to correcting the date of the meeting to 15th March 2016, the Minutes of the last meeting were approved.

4. Neighbourhood Plan

BO'N advised that voting in the referendum is limited to a single vote per resident and non-domestic ratepayers – it is not possible to enrol employees to vote en-masse in the business side of the referendum.

Non-residents can have an input in the plan. It is important to include in the Vision part of the plan both resident's and non-resident's views on what they see as desirable for the area in the future. BO'N commented that defining this vision has taken up to two years in some areas and reminded the meeting that inevitably some parts of the vision will fall outside the powers of the plan – try to avoid spending too much time on areas or wishes that fall outside plan powers. In particular, one of the overriding aspects of the plan is to encourage economic growth and a plan based on conservation can therefore be called into question.

BO'N suggested the logical progression of the Plan should be:

VISION

POLICY VOIDS

WHAT WE CAN DO

WHAT MUST BE DEFERRED – eg SPA's as these policies are currently being updated anyway.

At the last meeting, five broad policy areas for the Plan were identified – KC proposed that an additional one be added to look at the area as a Lifetime Neighbourhood.

It was agreed that Task Groups be established to look at each policy area with convenor/members as follows:

- Special Policy Areas – Convenor: Tim Carnegie. Members: Andrew Wilson.
- Design/Conservation Area: Convenor: Tim Carnegie. Members: Michael Bolt, Stephen Quinn, Andrew Wilson, Simon Loomes.
- On-Street/Off-Street Parking/Traffic Management: Convenor: Hugh Small. Members; Sarah Hume, Steven Dollond.
- Public Realm/development Management Review: Convenors Penny Alexander/Steven Medway. Members: Kevin Coyne, Sara Purvis (HdeW).
- Lifetime Neighbourhood: Convenor: Sarah Hume. Members: Kevin Coyne, Stephen Evans, Andrea Merrington (HdeW).

5. Sub-Committee Reports.

Finance and Grants:

HS reported that the End of Grant Report had been issued to Groundwork.

The Forum had received payment from Portman and is currently in the “black”.

The Forum signatories are believed to have been approved by the HSBC.

HS commented that the Forum is expensive and the grant income is not as significant as expected. Accordingly funding is tight and costs need to be cut. More reliance is needed from volunteers to reduce expenditure

HS reported that Keith Evans has offered to do the Companies House Reporting and to deal with a technical issue on tax with HMRC.

The committee is looking into grant and other funding support and the potential amounts for these. Lottery funding is to be looked at.

SD expressed concerns at accepting money from big landowners.

Publicity Committee:

RL reported that the Forum needs to explain who is behind it and what it is the Forum is seeking to do.

Web site – historically the Forum has used a designer and a technician to operate the website. We need to update the site’s appearance and content and its technical capabilities. The Committee is looking into how this can be achieved – one option is to see whether assistance can be obtained from students at Westminster University.

A list of potential communication opportunities has been prepared for promoting the Forum – need to provide suitable copy for these.

Low Emission Neighbourhood:

A meeting of stakeholders and Westminster to review the grant application is to take place on 4th April 2016.

Governance Committee:

SD advised that a meeting of the Committee is to be held on 21st April.

6. AOB

SD expressed concern that a further meeting of the Forum's membership should be held in order to update them on governance and issues. This was noted.

7. Next Meetings

Forum Committee – 3rd May 2016 at 8.30am at HdeW office.

Coordination Committee – 6th April 2016 at 8.30am at HdeW office.

Signed:

Date: