

MEETING	EXECUTIVE COMMITTEE
DATE / TIME	THURSDAY 9 th JULY 6.30 PM
LOCATION	50-51 WELLS, LONDON W1T 3PP
FACILITATOR	SB
NOTE TAKER	WS
PRESENT	EL SB GH VH CS BC WS

MINUTES

Great Portland Street Underground

Prior to the commencement of the meeting we received a presentation from Pat Brown (PB) representing TFL. Great Portland Street Station has been designated for a pilot project to improve the identity of underground stations. This station is historic and benefits from an unusual 30's design. The general view of the Executive was that:

1. The primary function of getting to and fro should not be jeopardised.
2. Safety should not be jeopardised.
3. We would welcome better quality shops, and independent shops around the station. (The Forum wishes to find space for sustainable local businesses – not chains)
4. Pedestrian access to the station is poor. WS suggested some major improvements might be possible by getting rid of the 'G' turn. CS reminded the group that TFL has responsibility for major roads as well as the underground, so might be able to effect change here. The development of Regent Place, across Euston Road had brought a far greater number of commuters into the station every day, exacerbating ped/vehicle conflict.
5. We welcomed the potential for the station to relate its history, and the history of the area.

After this part of the meeting we discussed commissioning a map of the area, we felt that map could be displayed permanently at the station, as an advertisement for the area and for FitzWest.

Action:

PB to send through a short description of her work Action WS

and a questionnaire that we can circulate to the Forum members.
WS to put it on the website.

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1. **Welcome and apologies:**
Due to the train strike several members were not able to be present.
Peter Dore-Smith
Yoram Blumann
Steven Medway
Nick Bailey

Presenter Facilitator
 2. **Declaration of members interests**
None

Presenter Secretary
 3. **Questions from the forum**
- none
Announcement of AOB
Holcroft Court

Presenter Facilitator
 4. **Matter arising not covered elsewhere in the agenda.**
WS Reported on a successful inaugural meeting for the Soho Forum, which she had been invited to chair. About 100 people turned up. The main topic of discussion was pressure of nightlife, night time noise and traffic. A suggestion to restrict all traffic within Soho was received with universal applause.
The support of the Soho Society had been beneficial to the Forum. They have a very nice corporate identity, provided free by a local advertising agency. They use a WordPress based website.
<http://planforsoho.org/>

Presenter Facilitator
 5. **Programme of Works:**
WS Reported that there had been no changes to the plan.

Presenter WS
 6. **Funding Application Admin and Printing:**
Because Yoram was not able to attend the meeting, due to the strike, this section was adjourned.

Presenter YB
 7. **Funding Application Evidence Base Package 1:**
WS reported that she had commenced, but not completed the application.
Action:
WS/YB to meet before the next meeting to complete this work

Presenter WS

Action WS/YB

8. **Chairman's Report**
Discussions with WCC
 WS reported that discussions with WCC had been frustratingly slow. The Council has gone through an extremely complex restructuring and many staff and portfolio holders are new to their job. WS has left several messages for Tom Kimber that have not been answered. However she met him last night and was hopeful that he would soon be able to devote some time to FitzWest. Attempts to work with the Waste Department regarding dumping and litter nuisance had been particularly difficult. It was agreed that waste issues should be dealt with by a sub group comprising CS and WS
- Meetings with consultants and helpers**
 Wendy has met with/held a telephone conversation with the following consultants:
 Peter Caneparo TTP
 Malcolm Smith Arups
 Simon Jay City Spaces
 Streets for People
 Tony Burton
 CABE
 Wendy gave a verbal report on the outcome of all the meetings.
 It was agreed that initially, Malcolm Smith and Tony Burton be invited to attend the next executive meeting.
- Presenter WS
- Action:**
 Waste sub-group: CS and WS
 NB and WS to do further work regarding a brief for consultants.
- Action CS, WS, NB
9. **Secretary's report**
 – adjourned.
- Presenter NB
10. **Financial report**
Ward Funding
Banking update
 - adjourned.
- Presenter YB
11. **Communications report**
 Newsletter format – a draft format was circulated. The newsletter was commended, and the hard work of the group was applauded. Discussion focussed around the following:
- 1. Topics**
 There was a tension between introducing the idea of a Neighbourhood Forum and imparting
- Presenter EL

information about progress. CS observed that the role of the newsletter should be to engage and stimulate others to get involved, rather than a passive reporting document. It was also noted that not every topic needs to go into every newsletter.

2. Corporate Identity

EL suggested that a graphic designer might be employed/volunteer to provide us with a more dynamic identity.

WS felt that it was very important that all graphic communications were of the same family.

It was agreed that we should invite a graphic designer to:

1. Review our web presence
2. Prepare a template for the newsletter and the map
3. Barbara Corr has a friend who she feels might be interested in volunteering

3. Costs:

The cost for 2500 A4 leaflets would be about £400.00. EL felt that a company might agree to sponsor half the cost.

4. Distribution:

It was agreed that distribution should be via letterbox delivery. Everyone present agreed that they would be willing to do their share of deliveries.

5. Map:

EL introduced the idea of a black and white map that would identify important buildings/places within the area. This idea was strongly favoured as:

1. A way of advertising – in the Tube Stations for examples.
2. Something to keep which could also provide an introduction to who we are and what we're about.

EL to check on price.

Action:

BC to introduce her friend to the idea. Invite them to attend a meeting soon.

EL to confirm costs to WS for inclusion in the funding bid.

Draft newsletter to be circulated – EL

Newsletter distribution would be made by members of the group.

BC, EL, WS
Distribution
ALL

Action

12.

Membership report

Constitution

No developments

Presenter

Gwilym
Harbottle

13. **AOB****Holcroft Court**

WS reported that the planning application had been approved for a ten story block of flats that would overshadow Holcroft Court to a very large extent as well as overshadowing two lower blocks. There was general concern for such an un-neighbourly scheme, especially as it was a Council owned site. In particular there was concern on the very low community contribution, the lack of a carbon offset payment and the general lack of transparency of the process.

Presenter Chair

12. **Date of next meetings**

The next meeting will be provisionally Monday 21st September

WS to circulate a message to all concerned. The agenda for the next meeting will appear on the website shortly.

Action WS

END 8.15pm

List of Upcoming Meetings:

Monday 21st September 6.30pm

Facilitator YB Note taker SB

Wednesday 14 October 6.30pm

Facilitator BC Note taker YB

Wednesday 11 November 6.30pm

Facilitator PDS Note taker BC

Wednesday 9 December 6.30pm -Christmas Event?

Facilitator GH Note taker PDS

Wednesday 13 January 6.30pm

Facilitator VH Note taker CS

Wednesday 10 February 6.30pm

Facilitator EL Note taker VH

Wednesday 13 April 6.30pm

Facilitator CS Note taker EL