



## MINUTES

Committee meeting 11 April 2022 6.15pm

The Ruby

Item	Subject	Action
<b>Part A - Preamble</b>		
1	<p><b>Present:</b> Anant Suchak (Treasurer and Business Representative), Annemarie Franks (Membership Secretary), Ashley Franks, Deborah Yuill (Minutes Secretary and Environmental Representative), Charles <b>Patrick</b> Lowe (Chairman)</p> <p><b>Apologies:</b> Manish Suchak (Residential Representative)</p>	
2	<p><b>Minutes of meeting held on 14 March 2022</b></p> <p>Approved</p>	
3	<p><b>Dates of future committee meetings</b></p> <p>Next meeting is <b>9 May</b>.</p> <p>We deferred a decision on when to hold the AGM and our next Open Forum, so that we can consult Andrew Metcalf.</p>	
<b>Part B – Main business</b>		
4	<p><b>Coldean Residents Association (CRA)</b></p> <p>An email was sent to CRA following Ashley's attendance at the its public meeting on 5 April, to clarify the nature of the Forum's work.</p>	<p><b>Deborah</b> to draft an invitation to the councillors and</p>

	<p>There was an error in the CRA minutes after Martin Osborne referred to a meeting of the Planning Committee, which was interpreted as meeting with the Neighbourhood Planning Forum.</p> <p>We discussed problems of misrepresentation of the Forum. At Patrick's suggestion, we agreed to meet with all three councillors to explain the Forum's work. We agreed that this could be an online meeting to allow all councillors to attend.</p> <p>Anant has the pro version of Zoom, so we can have a meeting for longer than the free 40 minutes. We adopted Annemarie's suggestion of providing the councillors with some information before we meet.</p>	<p>invite suggestions for the agenda.</p> <p><b>All</b> – suggest items for agenda</p> <p><b>All</b> – suggest background reading for councillors for them to look at prior to meeting</p>
5	<p><b>HMO draft policy update</b></p> <p>In progress; next step will be when Andrew starts work (pending grant money becoming available)</p>	<p><b>Ashley</b> – ongoing</p>
6	<p><b>Estate agent boards update</b></p> <p>Two boards have been removed promptly at the Forum's request. Patrick suggested contacting estate agents and inviting them to join a CNPF Scheme to follow legislative requirements in order to ensure wide compliance. Ashley will amend the standard letter to estate agents to introduce the Scheme.</p>	<p><b>Ashley</b> – amend estate agent letter</p>
7	<p><b>Andrew Metcalfe/financial issues/grant/bank account</b></p> <p>Andrew has commented on Anant's draft budget, and he and Anant have completed the grant application. Anant reported that to take the application forward, we need to have access to a bank account that satisfies the legal requirements of an incorporated body.</p> <p>The Forum does not at present have a bank account of its own. Anant has approached CCOrg to ask whether it can hold the funds for us in its legally compliant Metrobank account temporarily. There is some urgency, because the grant funding is oversubscribed and may run out before our application goes through. Deborah will investigate this with CCOrg.</p> <p>We agreed to open a bank account, and that we will have three signatories (two signatories required for all transactions). Patrick, Anant and Annemarie will be our</p>	<p><b>Deborah</b> to ask Sam whether CCOrg can hold the money for us</p> <p><b>Ashley</b> to investigate other banks (TSB and Co-op suggested)</p>

	<p>signatories. Anant and Patrick have an appointment with Metrobank on 19 April to finalise details.</p> <p>Patrick noted that Andrew has not replied to his query about a bridging loan, discussed at our March meeting. This appears to have been superseded by our decision to open a bank account and to lodge the grant money in CCORg's account temporarily.</p>	
8 and 10	<p><b>Environment update (including Coldean Woods)</b></p> <p>Deborah reported on the Site 21a and Site 21c walk that she, Ashley and Anant conducted with Polly: this is an eye-opening walk and Deborah recommended it to all Committee members.</p> <p>Ashley commented on the inadequacy of the Council's housing needs assessment, and the problems of the original ecological impact assessment, in which a caveat appears to undermine the actual condition of the land and the risks posed by development, as detailed in Graeme Lyons' Biological Report (Feb 2020).</p> <p>Deborah reported on her attendance at the Council's Public Engagement Meeting on 7 April. Lawrence Leather, who is a member of the Coldean Woods Resistance Camp, was due to present a petition to cease development on Coldean Woods, but unfortunately he was not present. Although we missed the deadline for submitting questions or petitions, this is something we can keep an eye on so that we can participate in the future.</p> <p>We agreed the following proposals from Deborah's Coldean Woods Strategy Paper:</p> <ul style="list-style-type: none"> <li>● Adopt environmental protection in our aims, subject to public consultation</li> <li>● Agree action on Coldean Woods with Andrew and assign budget, once grant becomes available</li> <li>● Agree any costs for Expert Witness Statement with Andrew</li> <li>● Send letter to accompany Biological Report to Caroline Lucas MP and all councillors and request a response</li> <li>● Members to follow up letter with phone calls</li> <li>● Agree the wording of a draft letter to councillors that residents can use/adapt if they wish to object to City Plan 2</li> <li>● Agree formally to support CCOrg's Nature Recovery Plan, subject to Andrew's approval</li> </ul>	<p><b>Ashley</b> – draft and circulate letter to councillors and Caroline Lucas MP, with copy of Biological Report</p> <p><b>Deborah</b> – Draft a letter of objection for residents to use/adapt, and present at next Open Forum or when canvassing residents</p>

	<ul style="list-style-type: none"> <li>• Agree to meet with CCOrg for next steps on Site 21A/C.</li> </ul> <p>Deborah reminded members that the Coldean Woods Strategy has been circulated to all Committee members and contains essential reading.</p>	
9	<p><b>Website update</b></p> <p>Deborah is not able to undertake this work due to taking on an extra day of employment. We discussed the possibility of Annie doing some of the work (although she is very busy), or alternatively, paying someone to put the website together if we are successful in getting the grant.</p>	<p><b>Annemarie</b> – approach Annie to see if she can do some short-term updating on the site</p>
10	<p><b>Talbot Crescent update</b></p> <p>Although the application was approved at a meeting of the Planning Committee (by one vote), the Forum obtained some good publicity in the local press. It is unclear who on the Council voted for/against the application.</p> <p>The Deputy Chair, Cllr Marianna Ebel (Green, Coldsmid), declared at the meeting that Hanover Ward has more HMOs than Coldean has. This is factually untrue. Cllr Carole Theobald (Cons., Patcham) was unhappy that the Forum’s objection was not taken seriously at the Planning Committee meeting. Over 30 residents had objected to the application.</p> <p>Patrick asked to amend the Update and to make a Press Statement to reflect the research that the Forum has conducted in respect of the Deputy Chair’s claim, and our finding that it is inaccurate.</p> <p>Annemarie cited a refusal of a planning application to add a fourth bedroom to an HMO on Elm Grove, by 6 votes to 2, at the same Planning Committee meeting.</p>	<p><b>Ashley/Annemarie</b> – investigate who voted in favour and who against, possibly through obtaining a recording of the meeting</p> <p><b>Ashley</b> – amend the Update to note that inaccuracies were made at the meeting</p> <p><b>Patrick</b> – draft and circulate a Press Statement</p>
11	<p><b>Leaflet proposal/canvassing for new members</b></p> <p>Patrick showed us a proposed two-sided leaflet that introduces our work and explains what a Neighbourhood Planning Forum is.</p> <p>We discussed door-knocking to spread the word about the Forum’s work, and agreed that those members who wish to canvass will take this forward.</p>	<p><b>Patrick</b> – circulate draft for comments</p> <p><b>All</b> – comment on draft</p>
12	<p><b>Coldean Primary School</b></p>	<p><b>Patrick</b> – circulate letter to</p>

	<p>Patrick has spoken to Stuart McConnachie, headteacher of Coldean School, who has asked for more details of the Forum's work. Patrick will draft a communication.</p> <p>Some general discussion followed on the impact of HMOs on pupil numbers in Coldean, and the risks of academisation and subsequent purchase and development of the school site.</p>	<p>headteacher of Coldean School</p>
13	<p><b>AOB</b></p> <p>Ashley reported that vacant HMO rentals have dropped from £171pw to £156pw.</p>	