



## Herne Hill Forum Committee Meeting Minutes

Tuesday 18 May 2021, 8pm, via Zoom

### Present

George Hornby, Robert Holden, Beth Taylor (joined later), James Leabeater, Harry Winter, Tricia Keracher-Summerfield, Nick Paul, Fred Taggart, Peter Hore, Giles Gibson, Jasia Warren, Alice French

### Apologies

Sian Dragonetti, Carolina Fox, John Frankland, David Taylor

### Check all participants successfully dialed in & able to see/hear/talk

Everyone was able to see, hear and talk

### Declarations of interest

Jasia is friends with the artist Mr Dane who is working on the substation artwork.  
George and Nick are trustees of Station Hall.

### Minutes from the last meeting / Matters arising

The committee approved the minutes from the last meeting on 20 April 2021.

| Item     | Summary and actions   | Responsible               |
|----------|---|---------------------------|
| <b>1</b> | <b>New committee members vote, Marina Nicholson resignation</b>   |                           |
|          | <ul style="list-style-type: none"><li>Marina Nicholson is moving to Scotland and is resigning as a committee member, and from her role with Station Hall. We thank her for her contribution and wish her well.</li></ul>  |                           |
|          | <ul style="list-style-type: none"><li>Giles Gibson, Peter Hore and Fred Taggart have put themselves forward as new committee members, having attended the April meeting. The committee voted on whether to approve all three as new committee members.</li><li><b>Approved: 6 for, 0 abstain, 0 against.</b></li><li><b>Action: Giles, Peter and Fred to send a photo and short bio to Alice, for the 'Who we are' page of the website.</b></li></ul> | Giles, Peter, Fred, Alice |
| <b>2</b> | <b>Committee members ED&amp;I information for Lambeth</b>   |                           |
|          | <ul style="list-style-type: none"><li>Lambeth Forum Network requires Equality, Diversity &amp; Inclusion information from all committee members, as part of our funding application.</li><li><b>Action: George will send round the ED&amp;I survey, all committee members to fill it in.</b></li></ul>  | All                       |
| <b>3</b> | <b>Volunteer hours report</b>   |                           |
|          | <ul style="list-style-type: none"><li>Committee members are asked to keep a note of how many hours they volunteer towards the Herne Hill Forum each month. Please respond to the request even if it's zero hours.</li></ul>   | All                       |
| <b>4</b> | <b>Substation art project launched</b>  |                           |
|          | <ul style="list-style-type: none"><li>We sent out three questions via social media and Whatsapp, to gather local inspiration for the artwork. Mr Dane has drawn up four designs, which were shown to the Arch Co. this afternoon.</li></ul>   |                           |



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|          | <ul style="list-style-type: none"> <li>Next week we will share the designs and launch a poll to see which is most popular.</li> <li>The planned timescale is that the substation will be installed, artwork up and hoardings gone, by 3 July.</li> </ul>  |               |
| <b>5</b> | <b>New community website</b>  |               |
|          | <ul style="list-style-type: none"> <li>Jasia has built the new Wordpress website and it is ready to launch.</li> <li>The old Drupal website has been backed up and the content saved.</li> <li>On the new website, people can add their own events. Jasia will let the traders know that they can add events.</li> <li><b>Action: Giles to change the name server so the old website can be replaced with the new one.</b></li> </ul>   | Giles, Jasia  |
| <b>6</b> | <b>Small grants: update and applications</b>  |               |
|          | <ul style="list-style-type: none"> <li>There are two small grant applications this month.</li> <li>The committee discussed the need to have criteria for what we award grants to, for example, only projects within SE24 postcode, projects that bring neighbours together, etc.</li> <li>Other points raised: should we consider an annual budget, so we know how many we can approve each month? In terms of monitoring / feedback from the projects, Jasia emails the people who receive grants to get feedback and photos for social media. This information could be shared on the website and in our annual review.</li> <li><b>Action: George and Giles to write a list of criteria against which we can assess small grant applications.</b></li> </ul> | George, Giles |
|          | <ul style="list-style-type: none"> <li>Tim at Urban Art, application for £500 to support the organisation. They run a street art fair on Josephine Avenue, near Brixton Hill, but they have to run it online again this year due to lockdown restrictions. This event / organisation is based in SW2, not in SE24 so is not directly linked to Herne Hill.</li> <li><b>Not approved: 0 for, 0 abstain, 9 against.</b></li> <li><b>Action: Jasia to respond to the application.</b></li> </ul>   | Jasia         |
|          | <ul style="list-style-type: none"> <li>Maude at Milkwood Community Garden, application for £500 to buy seasonal vegetable plants and seeds for the community gardening project.</li> <li><b>Approved: 9 for, 0 abstain, 0 against.</b></li> <li><b>Action: Jasia to respond to the application.</b></li> </ul>  | Jasia         |
| <b>7</b> | <b>Santander cycles letter sent</b>   |               |
|          | <ul style="list-style-type: none"> <li>We sent out a letter seeking in principle support for Santander cycle hire to be extended to Herne Hill and in southeast London generally. This was sent to various local community groups and has received a good response so far.</li> <li><b>Action: if anyone has relevant contacts, especially at the London Assembly, please forward the letter on to them.</b></li> </ul>   | All           |
| <b>8</b> | <b>Norwood Road update</b>  |               |
|          | <ul style="list-style-type: none"> <li>Jasia has spoken to a few traders on Norwood Road. Many are keen to get involved in making positive changes to the area, but</li> </ul>  | Jasia         |



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|           | <p>not all are enthusiastic.</p> <ul style="list-style-type: none"> <li>• There are various funds that we could apply for to pay for changes here, such as the Thames Water flood recovery fund, and funding from the Mayor's Office.</li> <li>• This could be a large project, involving all six shopping roads in Herne Hill (Norwood Road, Dulwich Road, Railton Road, Milkwood Road, Herne Hill, Half Moon Lane).</li> <li>• Various points raised: Ongoing problem with large bins in the street, could this be addressed as part of the initial work on this project. Need to ensure any changes work with the Healthy Herne Hill project and allow for ongoing provision of cycle lanes on Norwood Road. Aim for the primary function of Herne Hill to be as a place / destination, rather than a through route.</li> <li>• Initial plan is to replace the lights at the entrance to Bath Factory Estate, and work with one or two Norwood Road traders who are keen to create a build out in front of their premises.</li> <li>• It will cost £411 + ongoing electricity to replace the lights at the entrance to the Bath Factory Estate.</li> <li>• <b>Action: Jasia to continue talking to traders and identify one or two who might want to do a pilot build out in front of their premises.</b></li> </ul>  |                     |
| <b>9</b>  | <b>Station Hall funding request – legal costs in lease negotiation</b>   |                     |
|           | <ul style="list-style-type: none"> <li>• The Trustees of Station Hall requested a grant of up to £2,500 from the Herne Hill Forum, to pay for legal advice on their lease proposal. It is a 15-year lease with peppercorn rent that imposes some obligations on the tenant. This needs to be reviewed to make sure it is a reasonable thing to agree to. Once the lease is agreed, it will be easier for SH to apply for other funds, which often require a 10-year+ lease as one of their funding criteria.</li> <li>• The SH project grew out of HHF activity. Previously the Forum has given SH £10,000 to support it during lockdown. There is £4,000 of this remaining, which SH plans to use over the next few months, by which point they expect to break even. The legal fees are in addition to the current expenditure plan.</li> <li>• The committee discussed whether SH should use a different lawyer from HHF, as it is a separate entity. Currently they use Russell Cooke. There are some benefits to this such as they are familiar with the project and offer a discounted rate.</li> <li>• George and Nick are Trustees of Station Hall. They were excluded from the rest of the discussion (in a waiting room) and were not able to vote on this issue.</li> <li>• <b>Approved: 6 for, 1 abstain, 0 against.</b></li> <li>• <b>Action: George or Nick to circulate the lease and the lawyer's brief of work, for committee members to review before instructing the legal review.</b></li> </ul> | George, Nick, Giles |
| <b>10</b> | <b>Herne Hill Community Fund</b>   |                     |



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|           | <ul style="list-style-type: none"> <li>With approval in principle at the last meeting, further discussion and planning work can start. Initial work will involve agreeing principles and making choices, eg. What geographical area will the fund cover, and whether the fund will give money to individuals.</li> <li>This project will involve quite a lot of work both in terms of decision-making, and practical work (administration, accounting, marketing etc). In order for the Fund to be credible, it needs to be done well.</li> <li>This project differs from the existing Small Grants scheme in that it looks to raise money from the local community, and then distribute it, rather than distributing existing HHF funds.</li> <li>The following committee members volunteered to be involved in the Community Fund sub-committee: Fred, Beth, George, Giles (also David Taylor who volunteered at the last meeting).</li> <li><b>Action: Fred to draft Terms of Reference and a project timeline. Set up sub-committee meeting to work through initial ideas. Present back to the committee for amendment/approval.</b></li> </ul> | Fred, Beth, George, Giles, David, Alice |
| <b>11</b> | <b>Cycling and walking project</b>  |   |
|           | <ul style="list-style-type: none"> <li>Trailers: people want to use the trailers, however, there have been some difficulties with Peddle My Wheels. We have changed the process and the website has been updated to reflect this. At the moment we are working on managing demand, rather than trying to build up interest.</li> <li>Walking Crocodiles: We are targeting two local schools and looking to set up a pilot scheme in the next few months.</li> <li>Going forward, Giles will be the committee sponsor for this project.</li> </ul>   |   |
| <b>12</b> | <b>Financial information SOFA (State of Financial Affairs)</b>  |   |
|           | <ul style="list-style-type: none"> <li>Jonathan now has full access to the bank account and Nick and Harry are authorised signatories.</li> <li>We should have a monthly SOFA report, which gives a quick, useful snapshot of the financial affairs of HHF. This could be a simple monthly profit and loss statement. Ideally this would be presented at each committee meeting.</li> <li>The 2020/2021 accounts are also due.</li> <li><b>Action: Jonathan to produce draft 2020/21 accounts, and a proposed SOFA report to be presented each month.</b></li> </ul>  | Jonathan                                |
| <b>13</b> | <b>AOB</b>  |   |
| 13.1      | Dulwich Street Space Review   |   |
|           | <ul style="list-style-type: none"> <li>This is now open on Southwark council website, it is suggested that everyone responds.</li> </ul>  |   |
| 13.2      | Pigeon poo / leak under the railway bridge  |   |
|           | <ul style="list-style-type: none"> <li>George is meeting Jim Dickson next week and will raise this issue.</li> </ul>  | George                                  |
| 13.3      | Brockwell Passage hoarding  |   |
|           | <ul style="list-style-type: none"> <li>Concern that this is plain white and that this will attract graffiti.</li> </ul>   |   |



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|      | Matt (whose front door is behind the hoarding) prefers it to be white and has been painting over any graffiti, so the hoarding has stayed white.   |                  |
| 13.4 | Lambeth tour guides  |                  |
|      | <ul style="list-style-type: none"> <li>Morley College are running a year long training course for people to be tour guides in Lambeth.</li> </ul>  |                  |
| 13.5 | Bengeworth Road planning application   |                  |
|      | <ul style="list-style-type: none"> <li>David has attended a few meetings about this development, put forward by National Grid for land next to King's College Hospital. NG say the application is permitted development and does not need an Environmental Impact Assessment. However there is a lot of local opposition and the Herne Hill Society will comment that an EIA is required. David asks that the Herne Hill Forum will lend its support to this comment.</li> <li><b>Action: David to send George a briefing note regarding Bengeworth Road, George to respond on behalf of HHF.</b></li> </ul> | David,<br>George |
| 13.6 | Planting and Art in Railton Road parklet   |                  |
|      | <ul style="list-style-type: none"> <li>A grant has been secured to run workshops for local people to do planting and art in the local area. This will be based around the parklet on Railton Road, and will kick off next month. The workshops will be run by Art4Space.</li> </ul>  |                  |
| 13.7 | Jasia's pay  |                  |
|      | <ul style="list-style-type: none"> <li>Jasia was excluded from the meeting for this issue.</li> <li>It is proposed to increase Jasia's pay from £20 to £25 per hour. Her contribution is excellent and the role has been paid at the same rate for the last 5 years.</li> <li><b>Approved: 9 for, 1 abstain, 0 against.</b></li> <li>The new rate of pay will start from 1 June 2021.</li> </ul>   |                  |

**Next committee meeting – Tuesday 15 June 2021 at 8:00pm via Zoom**