

**QUEEN'S PARK  
COMMUNITY COUNCIL  
2<sup>nd</sup> ANNUAL REPORT  
2015/16**

**QUEEN'S PARK**



**COMMUNITY COUNCIL**

Welcome to the Queen's Park Community Council Annual Report for 2015/16. In this report we summarise the activities of your Community Council during the year. We welcome your feedback both on this report and any of our activities.

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## Message from the Chairman ...

2015 was an eventful year for the Queen's Park Community Council. Not only was it the first complete year of our existence, it was the year when our resolve was put to the test. I know some may think that having set up in 2014, we are no longer new as such however, we are only now nearing the end of our infancy. This is not intended to excuse away some of the lessons we have learned along the way, rather it is a mature approach to some of the naturally occurring challenges born from our creation that recognises the need to set strong foundations in place.

The QPCC is fortunate to have an experienced clerk serving the council now, and over the next few months. The regulations we are bound by are in place to foster strong legal and ethical working practices and promote our accountability to the electorate of Queen's Park. This is an important feature of the QPCC.

I am pleased to note that this past year has seen us grow in strength and focus, and throughout this report you will see many of the things we have achieved with the help of a number of committed volunteers, local organisations and officers at Westminster City Council. Strong partnership working is at the core of what QPCC is aiming to achieve.

Much of the past 12 months has been focused on building a strategy that will focus QPCC's energy and resources on a number of pivotal objectives. Our first business plan will soon be ready for a public launch and includes a number of objectives that will respond to residents' needs for high quality, innovative and diverse services. It is this diversity that makes Queen's Park special and going forward we aim to ensure that the rich mix of people, places, activities and services serve to contribute to the on-going goal of a better and stronger community for all who live in, work and visit Queen's Park.



*Councillor Angela Singhate, Chairman*

## About us .....

Queen's Park Community Council is the first, and so far only, parish council in London although we have chosen to be called a Community Council. We were formed in 2014 when twelve local residents were elected as Community Councillors to serve the local area for a four year period, the next elections will be held in May 2018.

	<b>Councillor</b>	<b>Responsibilities</b>	<b>Zone</b>	<b>Email</b>
	Musa Ahmed	Communications & Events Committee Neighbourhood Planning Committee (Vice Chairman) Policy & Resources Committee	B	<a href="mailto:mahmed@queensparkcommunitycouncil.gov.uk">mahmed@queensparkcommunitycouncil.gov.uk</a>
	Philip Andokou	Neighbourhood Planning Committee Policy & Resources Committee (Vice Chairman)	D	<a href="mailto:pandokou@queensparkcommunitycouncil.gov.uk">pandokou@queensparkcommunitycouncil.gov.uk</a>
	Katie Cowan	Environment & Open Spaces Committee (Chairman) Neighbourhood Planning Committee	C	<a href="mailto:kcowan@queensparkcommunitycouncil.gov.uk">kcowan@queensparkcommunitycouncil.gov.uk</a>
	Ryan Dalton	Communications & Events Committee (Vice Chairman) Environment & Open Spaces Committee Neighbourhood Planning Committee Policy & Resources Committee <b>Surrey Association of Local Councils – QPCC Representative</b>	A	<a href="mailto:rdalton@queensparkcommunitycouncil.gov.uk">rdalton@queensparkcommunitycouncil.gov.uk</a>
	Joe Fernandes	Communications & Events Committee Environment & Open Spaces Committee Neighbourhood Planning Committee Policy & Resources Committee <b>Queens Park Problem Solving (WECH centre) – QPCC Representative</b>	A	<a href="mailto:jfernandes@queensparkcommunitycouncil.gov.uk">jfernandes@queensparkcommunitycouncil.gov.uk</a>
	Gill Fitzhugh	Neighbourhood Planning Committee (Chairman) Policy & Resources Committee <b>Paddington Development Trust – QPCC Representative</b>	D	<a href="mailto:gfitzhugh@queensparkcommunitycouncil.gov.uk">gfitzhugh@queensparkcommunitycouncil.gov.uk</a>
	Julius Hogben	Neighbourhood Planning Committee Policy & Resources Committee	B	<a href="mailto:jhogben@queensparkcommunitycouncil.gov.uk">jhogben@queensparkcommunitycouncil.gov.uk</a>
	Emma Morgan	Environment & Open Spaces Committee (Vice Chairman) Policy & Resources Committee <b>Avenues Youth Project – QPCC Representative</b>	B	<a href="mailto:emorgan@queensparkcommunitycouncil.gov.uk">emorgan@queensparkcommunitycouncil.gov.uk</a>
	Eartha Pond	Communications & Events Committee Environment & Open Spaces Committee Neighbourhood Planning Committee Policy & Resources Committee <b>Avenues Youth Project – QPCC Representative</b>	C	<a href="mailto:epond@queensparkcommunitycouncil.gov.uk">epond@queensparkcommunitycouncil.gov.uk</a>
	Susanna Rustin	Communications & Events Committee (Chairman) Policy & Resources Committee	D	<a href="mailto:srustin@queensparkcommunitycouncil.gov.uk">srustin@queensparkcommunitycouncil.gov.uk</a>
	Angela Singhate	Chairman of the Council Communications & Events Committee Policy & Resources Committee <b>Surrey Association of Local Councils – QPCC Representative</b>	C	<a href="mailto:asinghate@queensparkcommunitycouncil.gov.uk">asinghate@queensparkcommunitycouncil.gov.uk</a>
	Emma Sweeney	Vice Chairman of the Council Environment & Open Spaces Committee Policy & Resources Committee <b>Our Place Projects – QPCC Representative</b> <b>Westminster Safer Neighbourhood Board – QPCC Representative</b>	A	<a href="mailto:esweeney@queensparkcommunitycouncil.gov.uk">esweeney@queensparkcommunitycouncil.gov.uk</a>

**Our office** is based at the Beethoven Centre, Third Avenue, London, W10 4JL.



**Our Locum Director** Mrs Sam Shippen is usually in the office on a Wednesday and can be contacted on 02089605644 or by email at other times [director@queensparkcommunitycouncil.gov.uk](mailto:director@queensparkcommunitycouncil.gov.uk)



**Sam Shippen, Locum Director** - *The Director provides advice and administrative support, and takes action to implement council decisions. The Director is the Proper Officer of the council and the Responsible Finance Officer or Section 151 Officer in law.*

Sam replaced our previous Director, Mike Simpson in March 2016, we wish Mike well in his new business venture.

**Our meetings** are held on Wednesday evenings at the Beethoven Centre. Council meetings start at 6pm and Committee meetings at 6.30pm. The agendas for meetings can be found in the notice board outside the Beethoven Centre usually from the Thursday before a meeting. They can also be found online at [www.queensparkcommunitycouncil.gov.uk](http://www.queensparkcommunitycouncil.gov.uk) where in addition you will find the minutes of meetings and lots of other useful information.

**Public Participation** is welcome at all meetings of the Council and committees which are open for the public (although certain exempt items may be held in private session). If you wish to attend a meeting, just turn up. The Council is pleased to hear from the public who are welcome to give their views or comments during the Public Participation agenda item which is included in all agendas. The public are entitled by law to record meetings so long as it does not disturb the process of the meeting.

**Volunteers** are a key part of our team in Queen's Park, without them The Voice quarterly newsletter would not be produced and distributed; and our various events and festivals could not run. **THANK YOU** to all of you!

## **Our Values ....**

The Queen's Park Community Council has five core values:

- Equality, fairness and social justice
- Community collaboration and cooperation
- Environmental sustainability
- Civic, social, and economic empowerment
- Council transparency and inclusion

# Annual Review 2015/16

This is a full report of the Community Council for the 2015/16 municipal year, this report has been produced and made available to the Annual Meeting of Electors to be held on Thursday 12th May 2016 at 6pm in the Beethoven Centre.

The Annual Meeting of Electors is a meeting of the electors of the “parish” of Queen’s Park which covers the Queen’s Park Ward of the Westminster City Council area. It provides an opportunity for residents to discuss the information provided and to question the Council on its activities during the past year. Any member of the public is welcome to attend this meeting.

Queen’s Park Community Council serves the Queen’s Park Ward of the Westminster City Council, with a population of around 12,500 in around 5,000 households.

Our aim is to give the residents of Queen’s Park information about the Community Council and the services which we deliver, to outline how we are dealing with current challenges and highlight our plans to meet community needs and deliver quality services in the next year and beyond. We will do this by reviewing the work of Council and each of our Committees in the past year.

## Council

Council has met on eight occasions during the 2015/16 municipal year. Council receives and approves the minutes and actions of the committees, approves the precept and Annual Return, receives presentations on various topics including anti-social behaviour in the area and has organised training for councillors in the Code of Conduct.

## Highlights

- **Supporting the “Save the Jubilee” campaign** – giving financial support to the campaign group and making representations on behalf of the community to Westminster City Council
- **Preparing a Business Plan** – work is now at an advanced stage on a Business Plan which will guide the Council’s direction in coming years. The Council will formally launch their business plan later in 2016.
- **Recruitment** – following the departure of Mike Simpson as Director, the Council has appointed a Working Group who are looking at alternative staffing structures for the future. In the meantime the Council has appointed a Locum Director as Proper Officer and Responsible Finance Officer.



## Communications & Events Committee

The Committee is responsible for the Council's engagement and promotional initiatives, its communications methods and events; supporting other community events, promoting initiatives by outside bodies and working in partnership with other organisations.

During the year the Committee has met on six occasions.

The Committee regularly reviews the Council's website and social media activity. The Committee has also been considering the provision of additional noticeboards in the area (there is currently one at the Beethoven Centre). If you have an opinion about noticeboards please let us know.

### Highlights

- **Events** – the Committee has been responsible for organising the following events in the year -
  - **Summer Festival** – The 12<sup>th</sup> Queen's Park Summer Festival was hosted on Saturday 1st of August 2015 in Queen's Park Gardens. It is a very popular annual event which has grown each year and has a dedicated local following. The event was co-ordinated by the Council and aims to bring together a range of partners and resident volunteers to deliver a free event of community celebration. The Festival was a non-stop showcase of diverse local and professional talent on the main stage, sports & games from QPR with local stalls & entertainment dotted throughout the park. For older residents there was an afternoon tea with entertainment in St Jude's Hall. The event also saw the return of the popular live acoustic zone in the Rose Garden area.
  - **Annual Fireworks** – on 5<sup>th</sup> November, we successfully hosted our second annual fireworks display in Queen's Park Gardens, we would like to thank PC Dave Hammond and his colleagues from the Metropolitan Police for their great help on the night. The DJ music was provided by local favourite 'Swivo'.
  - **Winter Festival** – on 12<sup>th</sup> December, the first Winter Fair took place in Queen's Park Gardens. The event had two elements, an over 50's event in St Jude's Hall which included festive bingo and Xmas lunch, with live music performances. From 3-5.30, the outdoor fair was held in the Rose Gardens where there was a variety of stalls to browse, mince pies & mulled wine and performances from local choirs & singer songwriter Rosie Holloway; a nativity animal farm and Xmas tree sale were also features.
  - **Winter Social** – an event where we reward our volunteers as a thank you for their continued services throughout the year. The winter social was held at a local family restaurant 'Ida's where the volunteers enjoyed Italian food and beverages.
- **Communications** – the Committee oversees the production of
  - **Queen's Park Voice** – the quarterly newsletter delivered to each household in the area. There are opportunities for article contributions and advertising in the publication where priority will be given to local residents, organisations and businesses. Please contact us for more details.
  - **Monthly E-newsletter** - available by subscription by signing up on our website or by download from our website. Helps us to keep you updated on the latest news and events throughout the area on a regular basis, usually once per month.

## Environment & Open Spaces Committee

*It should be noted that for part of the year this committee was combined with the Neighbourhood & Planning Committee as the Environment & Planning Committee. This section of the report therefore deals with some of the aspects of that committee.*

The Committee is responsible for the public environment, open spaces and related environmental items and facilities within the Council's interest, including resident's engagement with Jubilee Centres.

The Committee has met in the two formats on six occasions.

### Highlights

- **Queen's Park Gardens** – the Committee has worked on a Management Plan for Queen's Park Gardens during the year which has led to a contract being awarded to Hammersmith Community Gardens Association (HCGA) from 1<sup>st</sup> March 2016 and continuing in 2016/17 for additional works and enhanced community involvement & initiatives.
- **Harrington Court Allotments** – the Committee took management responsibility for the allotments from Paddington Development Trust. The small plots are allocated on an up to two year basis to local residents, with priority being given to residents of Harrington Court. If you are interested in a plot, we currently have a waiting list but you can be added to this by contacting us by email.
- **Dogs** – there has been continued support for dealing with both the provision of enhanced facilities for dogs in the Queen's Park Gardens and also initiatives to deal with anti-social behaviour and fouling. The Council has provided funding through the grants programme to support this work particularly via local resident Chrissie Chambers.
- **Bike Hangars** – partnership work with Westminster City Council has been undertaken to provide bike hangars in a pilot scheme in the area. It is hoped that a scheme will be introduced in 2016/17.
- **Clean Up's** – throughout the year we have been involved in cleaning up the area and working with Westminster City Council officers to look after our local patch.
- **Queen's Park in Bloom** – Twenty one local resident's entered our Queen's Park in Bloom competition in the summer of 2015 we hope to repeat this event in 2016.



## Neighbourhood Planning Committee

*It should be noted that for part of the year this committee was combined with the Environment & Open Spaces Committee as the Environment & Planning Committee. This section of the report therefore deals with some of the aspects of that committee.*

The Committee is responsible for preparing and reviewing the Neighbourhood Plan annually; considering all planning applications in the area and consideration of highways & transport issues affecting the area.

The Committee has met in the two formats on nine occasions.

### Highlights

- **Planning Applications** – the Committee has considered 61 planning applications in the area during the municipal year. The Committee is grateful for the contribution of local residents Ann Lewis and Simon Walton for their involvement in the Planning Working Group.
- **Neighbourhood Plan** – we have concentrated our efforts this year on the development of our Neighbourhood Plan. In January 2016 the Neighbourhood Plan Background Document was published following work undertaken by Publica on our behalf with financial support from the Mayor of London's High Street Fund. We will continue in 2016/17 with policy production leading to a draft Neighbourhood Plan. We had a shop at 548 Harrow Road during the summer of 2015 where much of our consultation work took place.



- **Harrow Road** - a detailed study of the Harrow Road and a review of local policy in a development context has been undertaken in partnership with Westminster City Council. This has led to the creation of the **Harrow Road Retailer's Association** with whom work will continue in 2016/17.
- **The Avenues Design Guide** – work commenced during the year on the production of an updated design guide for The Avenues, this will continue in 2016/17.
- **Assets of Community Value** – Westminster City Council has approved QPCC's application for The All Stars Boxing Club building Queen's Park Hall to be listed using the powers given in the Localism Act 2011. However, the application to list The Flora Pub has been declined, therefore a mixed reaction to our nominations.
- **Canal Terrace & Harrow Road Open Space** – recently we have begun discussions with partners including Westminster City Council, the Canals & Rivers Trust and London Waterways Project to explore possible projects around the canal and open spaces. We hope to develop these proposals further in 2016/17.

## Policy & Resources Committee

The Committee is responsible for policies and the strategic and corporate development of the Council including the provision of accommodation, equipment, furniture, accounting service, banking arrangements, specialist fees and other built facilities.

During the year the committee has met on six occasions.

### Highlights

- **Policies** – the Committee has introduced and reviewed a range of policies including social media, volunteer, equal opportunities, office usage and use of the Council’s logo.
- **Grants** – during the year the Committee introduced the Community Grant Fund with a total of £60,000 As we did not award any grants in our first year from which it has given funding to the following:-
  - A2 Dominion
  - All Stars Boxing Gym
  - Canine Culture
  - Cheeky Rascals
  - Creative Futures
  - Healthier Life 4 You
  - Happy Children Day Care
  - Here we Grow
  - London Basketball Association
  - North Paddington Food Bank
  - Open Age
  - Paddington Development Trust
  - Queen’s Park Garden’s Football Association
  - Real Action
  - Robinson Wilson Solicitors
  - The Avenues Youth Project
  - The Friends of Queen’s Park Gardens
  - Westminster Parent Participation Group



- **Budget management & monitoring** – one of the key on-going tasks of the committee is to regularly review the Council’s finances. The precept for 2015-16 was £140,143.27 which is the Band D equivalent of £44.40 per year or 85p per week.
- **Staffing** – policies relevant to staff both permanent and casual have been reviewed during the year by the committee. The services of a Locum Director have been engaged to temporarily replace our former Director whilst we undertake a staffing review.