

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Meeting of Council held remotely using Zoom
on **Wednesday 21 October 2020** commencing at 18:00.

Present: Councillors John McArdle (Chair), Leslie Barson, Ryan Dalton, Gill Fitzhugh, Ray Lancashire, Orrel Lawrence, Eartha Pond, Susanna Rustin, Emma Sweeney, and Stella Wilson.

Also present: Lucie Prior, Community Development Officer and Acting Proper Officer; Liz Thorpe-Tracey, Communications and Events Co-ordinate; Fabian Sharp, Avenues Youth Project; and three members of the public.

021-20/21 Apologies for absence – Councillor Nicholas.

022-20/21 Declarations of interest – Councillor McArdle declared an interest as Responsible Financial Officer. Many of the councillors have formal or informal connections with other community groups, including the Avenues Youth Project, and any interest would be declared as part of the discussion on relevant items.

023-20/21 Minutes of the meeting held 15 July 2020

RESOLVED THAT, the minutes were approved as a correct record to be signed by the Chair at the next physical meeting.

024-20/21 Minutes of HR Committee meetings held on 13 November 2019 and 22 April 2020

RESOLVED THAT, the minutes be adopted.

025-20/21 Public session

A member of the public raised two issues:

The first was that although Appendix 1 of Finance Report 033-20/21 set out all payments made by the Council it was not always clear what service was being provided in respect of each. The Responsible Financial Officer responded that the current layout was chosen for speed of drafting and undertook to spend more time preparing a fuller explanation for future reports.

The second was whether a report could be compiled on what had happened in Queen's Park during the lockdown for circulation to the City Council and the local MP, both to let them know about those activities but also to help plan for the future. It was agreed that the Acting Proper Officer would look into the possibility, basing it on existing reports from ourselves and other stakeholders.

026 -20/21 Avenues Youth Project

The Acting Proper Officer circulated a report provided by Fabian Sharp, Chief Executive of the Avenues Youth Project (AYP) and the Chair invited him to address the meeting.

Fabian described the long relationship between the Council and AYP, including during the lockdown, and thanked councillors for their continued support. He described how the offer was being strengthened, including the provision of qualifications and backfilling of lost education to put young people in a better place although provision in Westminster remained tragically underfunded. He also asked for support from the Community Council in a bid the City Council for Strategic CIL funding for security improvements.

Questions were asked whether the City Council has reversed some of the cuts (some but not all) and whether there was a need for iPad and other technology (yes, as much of the administration is going digital). There was discussion on the ongoing relationship between the organisations., and a reiteration of the Council's support.

RESOLVED THAT the Council thank Fabian not only for his attendance tonight but for all the work that the Avenues Youth Project undertakes on behalf of the community

RESOLVED THAT the Acting Proper Officer will confirm the Council's support for the proposed security improvements to the City Council.

RESOLVED THAT a Working Group will be formed during calendar year 2021 to examine the arrangements that will be put in place on expiry of the existing agreement in March 2022.

027 -20/21 Committee Terms of Reference

The Acting Proper Officer circulated a Report summarising the discussions and recommendations of the three Committees who met during September.

RESOLVED THAT the report be NOTED

RESOLVED THAT the Terms of reference at Appendices 1 and 2 be APPROVED

RESOLVED THAT the People Committee will meet on the following dates

14 October 2020
18 November 2020
10 February 2021
21 April 2021

RESOLVED THAT the Place Committee will meet on the following dates

25 November 2020
24 February 2021

RESOLVED THAT the nomination of Cllr Rustin as the representative of Queen's Park on Westminster Healthy Streets be APPROVED

RESOLVED THAT the Forward Planning Working Group review the Strategic Plan 2018-2020 to reflect the new committee structure and make and necessary updates bring a revised version to Council for approval in January 2021 be APPROVED

028 -20/21 Online Meeting Policy

RESOLVED THAT, the Policy be APPROVED and reviewed with other policies at the next Annual Meeting.

029 -20/21 People Committee Report

On behalf of the Chair of the Committee the Acting Proper Officer gave a verbal update on the work of the Committee and the two meetings held so far. She highlighted three main areas of work:

- Research into current levels of service and any gaps in provision for Children and Young people
- Caring Queen's Park, research into service providers across all aspects with a view to providing a directory available for all to use
- "Welcome Home", a service for people returning, for example, from a hospital stay

The Chair congratulated the Committee for starting to make progress in areas that the Council has been keen to work on.

RESOLVED THAT, the Report be NOTED.

030 -20/21 Place Committee Report

The Chair of the Committee, Cllr Rustin, gave a verbal update on the work of the Committee and the discussions at the meeting held in September. She highlighted:

- Play streets, a very successful project
- Friends of Queen's Park Gardens
- Other matters concerning the park, and generally improving the area
- Climate Emergency, and the environmental audit
- The Chair congratulated the Chair and the Committee for moving forward on so many fronts.

RESOLVED THAT, the Report be NOTED.

031 -20/21 HR Committee Report

The Chair of the Committee, Cllr Sweeney, had circulated a Report setting out the staffing arrangements which had been made for the remainder of the year. She confirmed that the Committee would bring a Report to the January 2021 meeting setting out the proposals for 2021/22 and beyond.

RESOLVED THAT, the Report be NOTED.

RESOLVED THAT, the appointment of Councillor Rustin as Vice-chair of the Committee be APPROVED

032 -20/21 Community Grants

The Acting Proper Officer circulated a Report recommending the approval of four applications for Community Grants received in the September round and seeking authorisation to undertake a review of the overall process. The total recommended expenditure would be £9,050 which represents 36% of the funds available for the whole year leaving £15,950 available for the February round. In conducting the review, she will speak to participants from both sides in previous rounds and strengthen the focus on monitoring and evaluation.

During discussion Cllr Wilson declared an interest in Applications 2 and 3, providing factual information but not voting, while Cllr Sweeney declared an interest in Application 4.

RESOLVED THAT, the recommendation to award Community Grants to the value of £9,050 as set out in the table below be APPROVED.

Applicant	Project/Activity	Amount requested	Amount recommended
(1) Doorstep Library	Mozart Estate Project	£3,500	£3,500
(2) Kamreno Ltd & Canine Culture Partnership	Dog mentoring, outreach and education project	£3,500	£3,500
(3) Westminster Children's University	CU Planetarium	£1,850	£1,850
(4) Pursuing Independent Paths (PIP)	Fruitful Employment Project	£200	£200

RESOLVED THAT, the Acting Proper Officer review the grants process and bring back proposals for approval in January 2021.

033-20/21 Finance Report

The Responsible Financial Officer circulated a detailed report on the current financial position, seeking approval for payments made since the previous meeting. Although an overspend was projected on four budget lines the overall position was positive and a priority would be keeping activity levels up to ensure that budgets allocated are spent on delivering services.

He confirmed that the budget for 2021/22 would be set at the January 2021 meeting, and that Committees should meet before then to develop their proposals. He added that there is unlikely to be much room for growth and that both himself and the Acting Proper Officer will be available to assist with detailed calculations.

RESOLVED THAT, the report on the current financial position be NOTED

RESOLVED THAT, payments to the value of £34,927.39 contained in Table 2 be APPROVED.

034-20/21 Working Group Reports

The Acting Proper Officer circulated a report on the recent activities of the Forward Planning and The Voice Working Groups. Forward Planning would continue to oversee the work of the Council at a strategic level, including taking on new activity, and would undertake a monthly review of the financial position. The Voice Summer edition had been delayed to become an Autumn edition which has now been fully distributed and is being well received. A Winter edition is in preparation and will be going out in the first week in December.

RESOLVED THAT, the Report be NOTED.

035-20/21 Chair's Report

A report by the Chair outlining some of his activities since the last meeting and highlighting his

plans to improve transparency and governance had been circulated.

RESOLVED THAT, the Report be NOTED.

036-20/21 Officers' Report

A report jointly prepared by officers had been circulated, and Lucie Prior provided further information on Play Streets for October half term, and put out a call for volunteers for the various Working Groups. Liz Thorpe-Tracey then updated the meeting on plans for COVID 19 secure events in December including a "Santa Tour"

The Chair thanked Liz for all her work in keeping up to date with the constantly changing regulations and guidance to ensure that the Council can provide the best events possible in the circumstances.

RESOLVED THAT, the Report be NOTED.