

QUEENS PARK COMMUNITY COUNCIL

To All Members of Queens Park Community Council

You are summoned to attend the **Annual Meeting** of **QUEENS PARK COMMUNITY COUNCIL** to be held in the **Beethoven Centre, Third Avenue, London W10 4JL** on **Wednesday 13th May 2015** at **6.00pm** when it is proposed to transact the following business:-

Mike Simpson
Director

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS

1. APOLOGIES FOR ABSENCE

2. ELECTION OF CHAIRS

2.1 Election of Chairman

Cllrs to vote on Chairman of Council for 2015-2016

2.2 Election on Vice Chairman

Cllrs to vote on Vice Chairman of the Council for 2015-2016

3. SELECTION OF MEMBERS TO COMMITTEES

3.1 Communication and Events

3.2 Environment and Open Spaces

3.3 Neighbourhood and Planning

3.4 Policy and Resources

4. APPOINTMENTS TO OUTSIDE BODIES

Avenues Youth Project- Cllr Emma Morgan

Our Place Projects- Cllr Emma Sweeney

Sussex and Surrey Association of Local Councils- Cllr

Westminster Safer Neighbourhood Board- Cllr Emma Sweeney

Paddington Development Trust- Cllr Gill Fitzhugh

Queens Park Problem Solving (WECH centre) - Cllr Joe Fernandes

And any other appointments that Councillors may wish to make on the night

5. PUBLIC PARTICIPATION

To receive any questions, or brief representations, from members of the public in accordance with Standing Order No. 3 e, f, g and h.

6. MINUTES

To **RESOLVE** that the minutes of the Meeting of Queen's Park Community Council held on 11th March 2015 be taken as read, confirmed as a correct record and signed by the Chairman.

7. COMMITTEE MINUTES

To note the acts and proceedings of the following committee meetings:

7.1 Neighbourhood and Planning – 1st April 2015

7.2 Communications and Events- 15th April 2015

7.3 Environment and Open Spaces – 22nd April 2015

7.4 Policy and Resources – 29th April 2015

7.5 Neighbourhood and Planning – 6th May 2015

8. STAFF HOURS

To confirm the increase in hours for the current Director from 22.5 hours per week to 30.

N.b. this meeting will be followed by the **Annual Meeting of the Community at 7pm at the Beethoven Centre**

Minutes of a meeting of the **QUEEN'S PARK COMMUNITY COUNCIL** held on **11th March 2015** at **6.00pm** in the **Beethoven Centre, Third Avenue, London W10 4JL**

PRESENT: Cllrs Musa Ahmed, Katie Cowan, Ryan Dalton, Joe Fernandes, Gill Fitzhugh, Emma Morgan, Susanna Rustin, Angela Singhate (Chairman), Emma Sweeney (Vice-Chairman), Philip Andokou

Also in attendance David Carden
Andy Durrance- Westminster City Council
Mike Simpson- Director

2 members of the public

APOLOGIES FOR ABSENCE

Cllr Julius Hogben – Jubilee Hall meeting
Cllr Eartha Pond - unwell

PUBLIC PARTICIPATION

Simon Walton advised that grey electricity boxes were being removed in the area and that residents did not know why. Apparently, UK Power Networks said they will be replaced in a few months.

DECLARATIONS OF INTEREST

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

There were none

MINUTES

C.175 **RESOLVED** that the minutes of the Meeting of Queen's Park Community Council held on 14th January 2015 be taken as read, confirmed as a correct record and signed by the Chairman.

GUEST SPEAKER: DAVID CARDEN

The Chairman welcomed back David Carden to provide his visioning report for Queen's Park. This followed on from the visioning session David conducted with the Council in December. David discussed the short, medium and long term goals and suggested that the Council needs to identify and agree priorities that are realistic. They also need to identify gaps in current provision for the elderly, young people and

the unemployed with which QPPC could assist. The Director advised that he was working on a 'work programme' for the Council which relates to David's report. David offered his help moving forward. It was suggested that a working group was formed to help the Director develop the business plan.

C.176 **RESOLVED** that a working group consisting of Committee Chairs is formed to help the Director produce a business plan for QPCC.

GUEST SPEAKER: ANDY DURRANCE

Andy Durrance from Westminster City Council introduced Westminster Sports Unit's Neighbourhood Sports Clubs. There are six Neighbourhood Sports Clubs, one of which is in Queen's Park. 16.5 hours of sport a week is delivered in Queen's Park at a cost of £16,500. The clubs are funded through a variety of funders including: WCC, leisure contractor, StreetGames, Optimise, GLA & Neighbourhood Ward budgets (WCC local councillors). Concerns were raised by Cllrs about the cost of the programme and that there was not enough provision of sports for women, especially given that their overall participation level in the area was much lower than for men. Concern was also raised at the lack of services for younger children under 14. Cllr Fernandes said that he had originally been in talks with WCC about delivering a programme for disadvantaged boys from 8-16.

It was agreed that a sports based scheme in the area would be a good idea but as there is no process in place for project delivery it was not possible to decide on anything. However, it was noted that sport will be a priority in QPCC's business plan.

COMMITTEE MINUTES

To note the acts and proceedings of the following committee meetings:

Communication and Events – 21st January 2015
Planning – 4th February 2015
Environment and Open Spaces – 18th February 2015
Policy and Resources – 25th February 2015
Planning – 4th March 2015

C.177 **RESOLVED** to note the acts and proceedings of the committees as listed above.

COMMUNICATIONS AND EVENTS

To discuss the date of Queen's Park Summer Festival

- C.178** **RESOLVED** that the Summer Festival will take place on 1st August and that a working group will be formed to discuss next steps.

Brief update on QPCC logo consultation and e-newsletter

The first QPCC e-newsletter was sent to residents at the beginning of the month and future monthly editions will follow. The logo consultation has so far received 15 written responses and one email response.

To confirm the purchase of a laptop for QPCC

- C.179** **RESOLVED** that QPCC will buy a laptop for the office and appropriate software for Queen's Park Voice.

To consider paying Joe Gordon an additional £100 for delivery for the Queen's Park Voice

Due to the large amount of extra work that Joe did to create and deliver the latest edition of Queen's Park Voice, it was proposed that he receives some extra money. It was suggested by Cllr Sweeney, and agreed by Council, that he is paid the £150 coordination fee that is usually paid to Angie Durrance to help deliver the Voice. Angie was unable to help with the latest edition due to illness.

- C.180** **RESOLVED** to pay Joe Gordon an additional £150 for his work on Queen's Park Voice.

PLANNING

To discuss a motion (Cllr Rustin) requesting that Westminster City Council issues an article 4 direction preventing the Prince of Wales pub on Harrow Road from becoming a betting shop

Concerns were raised about the addition of another betting shop opening on the Harrow Road. An article 4 direction restricts the scope of permitted development rights, which would be all that is needed to change the pub into a betting shop, and could mean a planning application is required for development.

- C.181** **RESOLVED** that the Council will write to Westminster City Council officially requesting an article 4 direction is issued.

PROJECT FUNDING & PROCESS

To consider a request from the Policy and Resources Committee for a budget of £30,000 for community projects

The Chairman provided the following supplementary document before this item was discussed:

‘Due to a misunderstanding, the recommendation tonight to release funds to the Policy and Resources Committee for distribution for projects was not undertaken correctly. The terms of reference of the Policy and Resources Committee currently does no include this responsibility.

It is therefore RECOMMENDED that the terms of reference for the Committee be amended to include the following:’

‘That the Committee be authorised to hold £30,000 for distribution of grants. No grant shall exceed £5,000 without express consent by the Council.’

There was general consensus that this was a good idea which would allow the Council to more effectively consider and administer funding applications. Cllr Joe Fernandes objected to the idea stating that it was up to full council to decide which projects should be funded. However, Cllr Morgan responded saying that if there is a thorough overall funding process in place it would be fair. Cllr Fernandes was also advised that the Council could overturn any funding application made by the Policy and Resources Committee if they were not happy. Cllr Rustin questioned the £5,000 limit and suggested that it be raised to £20,000, which was agreed by the Council.

C.182 **RESOLVED** that the terms of reference for the Policy and Resources Committee be amended to include the following:

‘That the Committee be authorised to hold £30,000 for distribution of grants. No grant shall exceed £20,000 without express consent by the Council.’

SUB COMMITTEE FOR QUEEN’S PARK GARDENS

To consider the formation of an Environment and Open Spaces sub committee to manage Queen’s Park Gardens

There was confusion about the inclusion of this item and it was agreed that the formation of sub committee for the Environment and Open Spaces is for that Committee to decide, not the Council.

COMMUNICATIONS

Chairman's Report

1. On Monday 16th February Cllrs AS, JH, GF & RD met with Guy Battle to find out more about the Social Value Act. A briefing paper has been prepared & circulated and I would like to propose that the next step is: a small group of interested cllrs to meet with Guy to explore the finer detail of drawing up a charter. A recommendation can then be made at the next Full Council meeting to determine if this will be a functional/useful asset to QPCC.
2. Further to events at the last Ward Panel meeting, the council has received an email from the Acting Chair of the panel who has suggested that it will be stated at every ward panel meeting that any Cllrs from QPCC in attendance are in fact there as residents and not as representatives of the council. I have asked Mike to respond and to find out if a way forward would be to have a named representative from the council attend ward meetings.
3. I would like to request that councillors identify any organisations that they believe would be good to form links with by the end of this March. Once this is done, Mike will contact the organisations to find out if QPCC representation at events/key meetings etc is something they think would be of mutual benefit. Once we have a list of organisations who are interested in forming links, we will have to adopt a process for formally appointing named cllrs. (Knowing our priorities & key themes would help).
4. Following an initial meeting with the local Ward Cllrs towards the end of last year, it was agreed that we would meet quarterly. I have confirmed the following dates for the meetings this year:

- Thursday 14th May
- Friday 18th Sept
- Thursday 19th November

6.30 - 7.30pm @ Council offices/Beethoven

C.183 **RESOLVED** that the Social Value Act is delegated to the Neighbourhood and Planning Committee and that Guy is invited to give a speech.

The Director advised that he had spoken to the acting Chair of the Ward Panel about the best way to proceed in future. They had agreed that if the Panel would like an update from the Council on a certain

topic then they should officially request one and that a Council representative or the Chairman of the Panel would read it. However, Cllr Singhate suggested that it was not as simple as reading out statements at the panel meeting and more work needs to be done to find out if the Council should have official representation.

C.184

RESOLVED that at the next Ward Panel meeting, a Council representative will announce that the Council is in the process of thinking about on which bodies they would like to have formal representation and that the Panel is being considered.

Cllr Morgan advised that Cllrs had already sent Linda a list of bodies on which they would like to have representation. However, it was noted that the list included current representation that Cllrs have and interests. Therefore, the Chairman asked Cllrs to resend the Director a list of bodies on which they would like to have representation going forward.

The Chairman requested that Cllrs indicated whether they would like to be at the next meeting with Local Ward Cllrs on one of the listed dates. Cllrs Emma Morgan, Joe Fernandes and Ryan Dalton would attend the next meeting with the Chairman.

The Chairman also raised the issue of Cllr training before the meeting closed. There was consensus that training is a good idea. However, due to SSALC's training taking place in Sussex and Surrey, and during the week, most Cllrs would not be able to attend. The Director said he would contact SSALC about setting up a bespoke package for QPCC.

Meeting ended at 8pm

QUEENS PARK COMMUNITY COUNCIL

To All Members of Queens Park Community Council

You are summoned to attend an **Extraordinary Meeting** of **QUEENS PARK COMMUNITY COUNCIL** to be held in the **Beethoven Centre, Third Avenue, London W10 4JL** on **Wednesday 27th May 2015** at **6.30pm** when it is proposed to transact the following business:-

Mike Simpson
Director

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

3. PUBLIC PARTICIPATION

To receive any questions, or brief representations, from members of the public in accordance with Standing Order No. 3 e, f, g and h.

4. FINANCES

To approve the annual return for the financial year 2014-2015

QUEENS PARK COMMUNITY COUNCIL

To All Members of Queens Park Community Council

You are summoned to attend a **Meeting** of **QUEENS PARK COMMUNITY COUNCIL** to be held in the **Beethoven Centre, Third Avenue, London W10 4JL** on **Wednesday 8th July 2015** at **6.00pm** when it is proposed to transact the following business:-

Mike Simpson
Director

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

3. PUBLIC PARTICIPATION

To receive any questions, or brief representations, from members of the public in accordance with Standing Order No. 3 e, f, g and h.

4. MINUTES

To **RESOLVE** that the minutes of the Meeting of Queen's Park Community Council held on 13th May 2015 be taken as read, confirmed as a correct record and signed by the Chairman.

To **RESOLVE** that the minutes of the Extraordinary Meeting of Queen's Park Community Council held on 27th May 2015 be taken as read, confirmed as a correct record and signed by the Chairman.

5. JUBILEE SPORTS CENTRE

- 5.1 Presentation on the Jubilee Sports Centre with Q&A session for Councillors
- 5.2 Council to decide on their policy going forward regarding the Jubilee

6. COMMITTEE MINUTES

To note the acts and proceedings of the following committee meetings:

- 6.1 Environment and Planning – 27th May 2015
- 6.2 Communications and Events – 3rd June 2015
- 6.3 Policy and Resources – 17th June 2015

7. UPDATE FROM CHAIRS OF COMMITTEES

Brief update from Committee Chairs on their work to date. (To be provided by the Vice-Chair if Chair is not present)

8. UPDATE FROM COUNCILLORS

Update from any Councillors who have attended meetings on behalf of the Council

9. QUEEN'S PARK SUMMER FESTIVAL

Update on the Summer Festival

- 10. QUEEN'S PARK SPORTS STEERING GROUP**
To nominate Cllrs to represent the Council on a new sports steering group for the area set up by Westminster City Council
- 11. DIRECTOR'S JOB DESCRIPTION**
To discuss the current Director's job description
- 12. QPCC BUSINESS PLAN**
To review the draft business plan for QPCC and decide on whether to formally adopt it
- 13. COUNCIL OFFICES**
To discuss the Council occupying another office
- 14. TRAINING**
To discuss any potential training opportunities for Cllrs
- 15. CHAIRMAN'S REPORT**

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Annual Statutory meeting of the **QUEEN'S PARK COMMUNITY COUNCIL** held on **13th May 2015** at **6.00pm** in the **Beethoven Centre, Third Avenue, London W10 4JL**

PRESENT: Cllrs, Katie Cowan, Ryan Dalton, Joe Fernandes, Gill Fitzhugh, Emma Morgan, Susanna Rustin, Angela Singhate (Chairman), Emma Sweeney (Vice-Chairman), Philip Andokou

Also in attendance Mike Simpson- Director

Members of the public

APOLOGIES FOR ABSENCE

Cllr Musa Ahmed

ELECTION OF CHAIRS

Election of Chairman for 2015-2016

C.213 RESOLVED that Angela Singhate will be Chairman for 2015-2016

Election of Vice Chairman for 2015-2016

C.214 RESOLVED that Emma Sweeney will be Vice Chairman for 2015-2016

SELECTION OF MEMBERS TO COMMITTEES

Communication and Events
Environment and Open Spaces
Neighbourhood and Planning
Policy and Resources

It was suggested that it might be beneficial for the Environment and Open Spaces Committee and the Neighbourhood and Planning Committee merge.

C.215 RESOLVED that the Environment and Open Spaces Committee and the Neighbourhood and Planning Committee merge to form the Environment and Planning Committee.

It was agreed that the Committees form the following membership.

<p>Policy and Resources (11)</p> <p>Musa Ahmed Philip Andokou Katie Cowan Ryan Dalton Joe Fernandes Gill Fitzhugh Julius Hogben Emma Morgan Susanna Rustin Angela Singhate Emma Sweeney</p>	<p>Environment and Planning (10)</p> <p>Musa Ahmed Philip Andokou Katie Cowan Ryan Dalton Joe Fernandes Emma Morgan Emma Sweeney Gill Fitzhugh Julius Hogben Eartha Pond</p>
<p>Communications and Events (6)</p> <p>Musa Ahmed Ryan Dalton Joe Fernandes Eartha Pond Susanna Rustin Angela Singhate</p>	

APPOINTMENTS TO OUTSIDE BODIES

C.216 **RESOLVED** that the below appointments are made

Avenues Youth Project- Cllrs Emma Morgan and Eartha Pond

Our Place Projects- Cllr Emma Sweeney

Sussex and Surrey Association of Local Councils- Cllrs Angela Singhate and Ryan Dalton

Westminster Safer Neighbourhood Board- Cllr Emma Sweeney

Paddington Development Trust- Cllr Gill Fitzhugh

Queens Park Problem Solving (WECH centre) - Cllr Joe Fernandes

PUBLIC PARTICIPATION

There were questions from the public about what Cllr representation on outside bodies meant. Cllrs explained that part of their role is to work with organisations in the area to ensure that they promote the views of Queen's Park residents, and having representation on their boards is a good way of doing so.

There were also questions from the public about the Council's support for saving the Jubilee Sports Centre and suggested that Cllr Hogben was the only Cllr working to prevent its demolition. Cllr Fernandes responded stating

that he has been involved and attended a lot of the meetings to prevent its demolition. However, the Council agreed that it should be on the agenda of their next meeting so they can discuss it properly and formally make any decisions.

- C.217** **RESOLVED** that the Jubilee Sports Hall is on the agenda for the next Council meeting.

MINUTES

To resolve that the minutes of the Meeting of Queen's Park Community Council held on 11th March 2015 be taken as read, confirmed as a correct record and signed by the Chairman

- C.218** **RESOLVED** that the minutes of the Meeting of Queen's Park Community Council held on 11th March 2015 be taken as read, confirmed as a correct record and signed by the Chairman.

COMMITTEE MINUTES

To note the acts and proceedings of the following committee meetings:

- 7.1 Neighbourhood and Planning – 1st April 2015
- 7.2 Communications and Events- 15th April 2015
- 7.3 Environment and Open Spaces – 22nd April 2015
- 7.4 Policy and Resources – 29th April 2015
- 7.5 Neighbourhood and Planning – 6th May 2015

The acts and proceedings of the committee meetings were noted

STAFF HOURS

To confirm the increase in hours for the current Director from 22.5 hours per week to 30.

- C.219** **RESOLVED** that the current Director will increase his hours from 22.5 hours to 30, effective immediately.

Meeting ended at 7.50pm

Minutes of an extraordinary meeting of the **QUEEN'S PARK COMMUNITY COUNCIL** held on **27th May** at **6.30pm** in the **Beethoven Centre, Third Avenue, London W10 4JL**

PRESENT: Cllrs Ryan Dalton, Joe Fernandes, Gill Fitzhugh, Emma Morgan, Eartha Pond, Angela Singhate (Chairman), Emma Sweeney (Vice-Chairman), Philip Andokou

Also in attendance Mike Simpson- Director

1 member of the public

APOLOGIES FOR ABSENCE

Cllr Musa Ahmed
Cllr Katie Cowan-holiday
Cllr Susanna Rustin-holiday

PUBLIC PARTICIPATION

There was none

DECLARATIONS OF INTEREST

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

There were none

FINANCES

To approve the annual return for the financial year 2014-2015

- C.220** **RESOLVED** that section 1 of the annual return (accounting statements) for the financial year 2014-2015 is correct and signed by the Chairman
- C.221** **RESOLVED** that section 2 of the annual return (annual governance statement) for the financial year 2014-2015 has been fulfilled by the Council and signed by the Chairman

QUEENS PARK COMMUNITY COUNCIL

To All Members of Queens Park Community Council

You are summoned to attend a **Meeting of QUEENS PARK COMMUNITY COUNCIL** to be held in the **Beethoven Centre, Third Avenue, London W10 4JL** on **Wednesday 23rd September 2015** at **6.00pm** when it is proposed to transact the following business:-

Mike Simpson
Director

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.
- 3. PUBLIC PARTICIPATION**
To receive any questions from the public
- 4. MINUTES**
To **RESOLVE** that the minutes of the Meeting of Queen's Park Community Council held on 8th July 2015 be taken as read, confirmed as a correct record and signed by the Chairman.
- 5. COMMITTEE MINUTES**
To note the acts and proceedings of the following committee meetings:
5.1 Environment and Planning – 15th July 2015
5.2 Policy and Resources – 22nd July 2015
5.3 Environment and Planning – 9th September 2015
5.4 Communications and Events- 16th September 2015
- 6. JUBILEE SPORTS CENTRE**
6.1 Update on recent developments regarding the Jubilee and to make any decisions going forward
6.2 To consider any financial assistance to the campaign
- 7. UPDATE FROM CHAIRS OF COMMITTEES**
Brief update from Committee Chairs on their work to date. (To be provided by the Vice-Chair if Chair is not present)
- 8. UPDATE FROM COUNCILLORS**
Update from any Councillors who have attended meetings on behalf of the Council
- 9. COMMUNITY SHOP**
To discuss plans to host a community shop at 548 Harrow Road
- 10. BUSINESS PLAN**
Update on QPCC business plan
- 11. FINANCES**
Update on Council finances from Director
- 12. STREET SURGERIES**
To consider hosting Councillor street surgeries on the weekend

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of a meeting of the **QUEEN'S PARK COMMUNITY COUNCIL** held on **8TH July 2015** at **6.00pm** at **548 Harrow Road, London W9 3QJ**

PRESENT: Cllrs, Katie Cowan, Ryan Dalton, Joe Fernandes, Gill Fitzhugh, Emma Morgan, Susanna Rustin, Angela Singhate (Chairman), Emma Sweeney (Vice-Chairman), Philip Andokou

Also in attendance: Jonathan Tuckey, Laura Colades, Kate Thai, Angela Hogben, John McGee and Simon Walton

APOLOGIES FOR ABSENCE

Director Mike Simpson – unwell

PUBLIC PARTICIPATION

To receive any questions from the public

Three members of Holborn Community Centre were visiting and asked questions about the Community Council and how it was formed.

DECLARATIONS OF INTEREST

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

Cllr Julius Hogben declared that he is joint secretary of the Jubilee Sports Centre.

MINUTES

To resolve that the minutes of the Meeting of Queen's Park Community Council held on 13th May 2015 be taken as read and confirmed as a correct record and signed by the Chairman.

C. 251 **RESOLVED** that the minutes of the Meeting of Queen's Park Community Council held on 13th May 2015 be taken as read and confirmed as a correct record and signed by the Chairman.

To resolve that the minutes of the Extraordinary Meeting of Queen's Park Community Council held on 27th June 2015 be taken as read and confirmed as a correct record and signed by the Chairman.

C. 252 **RESOLVED** that the minutes of the Extraordinary Meeting of Queen's Park Community Council held on 27th June 2015 be taken as read and confirmed as a correct record and signed by the Chairman

JUBILEE SPORTS CENTRE

Presentation on the Jubilee Sports Centre with Q&A session for Councillors

The Save the Jubilee campaign group gave a presentation to the Council about their alternative plan to demolishing the Jubilee. This included recruiting the help of Dale Austin who is very experienced in transforming and running leisure centres. He has proposed that the Community Council takes ownership of the Jubilee from Westminster Council and make it a not for profit enterprise. It would also include QPCC setting up a special company to run the centre with 2 Councillors and 2 others of the management committee. Dale also presented a variety of ways in which the centre could be made viable.

Jonathan Tuckey then presented his architectural plans who specialises in remodelling buildings and making them successful.

Council to decide on their policy going forward regarding the Jubilee

C. 253

RESOLVED that the Council would take forward the Save the Jubilee's alternative plans to demolition and write to the Chief Executive of Westminster Council, Charlie Parker, requesting a meeting.

COMMITTEE MINUTES

To note the acts and proceedings of the following committee meetings:

Environment and Planning – 27th May 2015
Communications and Events – 3rd June 2015
Policy and Resources – 17th June 2015

The contents of these minutes were noted by the Council

UPDATE FROM CHAIRS OF COMMITTEES

Brief update from Committee Chairs on their work to date. (To be provided by the Vice-Chair if Chair is not present)

Cllr Fitzhugh reported that the Environment and Planning Committee had discussed the High Street Shop at 548 Harrow Road and that the Director and Cllr Cowan had a meeting with WCC Parks department to discuss the future management of Queen's Park Gardens.

Cllr Rustin informed the Council that plans for the Summer Festival were going well and that the festival would be similar to last year's but with a volunteer co-ordinator.

Cllr Singhate reported that the Policy and Resources Committee was developing a policy to work with casual staff and that a social media policy had been agreed. The Community Grants Fund had also been finalised with £30,000 each year allocated for projects. The Council had received £77,000 worth of applications for their first round.

UPDATE FROM COUNCILLORS

Update from any Councillors who have attended meetings on behalf of the Council

Cllr Sweeney updated the Committee about the meeting of the Westminster Safer Neighbourhood Board and Cllr Fernandes reported that he had attended a WECH meeting.

QUEEN'S PARK SUMMER FESTIVAL

Update on the Summer Festival

Cllr Rustin reiterated that plans for the festival were going well.

Cllr Fitzhugh left the meeting at 7.45pm

QUEEN'S PARK SPORTS STEERING GROUP

To nominate Cllrs to represent the Council on a new sports steering group for the area set up by Westminster City Council

Westminster Council would like to work with QPCC on providing more sport to children in the area and increasing participation levels. Cllrs Eartha Pond and Philip Andokou agreed to represent the Council on the steering group.

DIRECTOR'S JOB DESCRIPTION

To discuss the current Director's job description

It was agreed that the business plan would help establish the priorities for the Director. It was also suggested that clarity was needed on what roles the Director, Councillors and volunteers take. Further details of the Director's role should be discussed by the staffing sub committee which can establish what further support is required.

QPCC BUSINESS PLAN

To review the draft business plan for QPCC and decide on whether to formally adopt it

The Council's business plan needs to link with the Neighbourhood Plan, which is currently being developed. Therefore, the Council cannot adopt the business plan at this stage and it was agreed that Cllrs provide the Director with their feedback.

COUNCIL OFFICES

To discuss the Council occupying another office

The future use of 548 Harrow Road was discussed and it was agreed that there was no need to rush into anything. The shop could be used as council premises or slowly changed into something more ambitious. Councillors agreed that they should take their time to decide.

TRAINING

To discuss any potential training opportunities for Cllrs

The Chair announced that a trip to Calne Town Council in Wiltshire was being arranged and that all councillors were invited.

CHAIRMAN'S REPORT

The Chair provide the Council with the following report

On Saturday 13th June Cllr Andokou and Cllr Singhate attended a NALC networking event for new councillors. It was an informative day and it was a good chance to meet councillors from other parishes. NALC intends to host more of these events.

We met an experienced clerk from who has invited us to visit their parish: Calne Town Council in Wiltsire. Suggested dates are Friday 24th July or Friday 7th August.

Representation: I have been invited via Tell It Parents Action Group to attend a workshop on Monday 13th July at WCC re: Operation Shield. There are a number of community concerns about this 'gang related' initiative and the workshop is being hosted to elicit the views of how the community can work in partnership with the police.

I was contacted by Patsy Cummings from London Citizens (Citizens UK), They are interested in the parish council model and I met with them on Friday 3rd July to talk about how we went about it in Queen's Park. They are interested in coming to one of our full council meetings in the near future.

On Thursday 28th May Cllr E Sweeney via an invitation from NALC attended the Queen's Garden Party. An invitation such as this raises the question of Members Allowances and I contacted Cllr Paul Dimoldenberg to see if he could advise. He suggested contacting NALC which I have done. We continue to await advice on this matter in working towards setting a policy on Cllr allowances.

Reminder - towards the end of last year, it was agreed that we would meet quarterly with the three ward councillors. I have confirmed the following dates for the meetings this year:

Friday 18th Sept

Thursday 19th November

QUEEN'S PARK COMMUNITY COUNCIL

To All Members of Queen's Park Community Council

You are summoned to attend a **Meeting** of **QUEEN'S PARK COMMUNITY COUNCIL** to be held in the **Beethoven Centre, Third Avenue, London W10 4JL** on **Wednesday 18th November 2015** at **6.00pm** when it is proposed to transact the following business:-

Mike Simpson
Director

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

3. PUBLIC PARTICIPATION

To receive any questions from the public

4. MINUTES

To **RESOLVE** that the minutes of the Meeting of Queen's Park Community Council held on 23rd September 2015 be taken as read, confirmed as a correct record and signed by the Chairman.

5. COMMITTEE MINUTES

To note the acts and proceedings of the following committee meetings:

5.1 Policy and Resources – 7th October 2015

5.2 Environment and Planning – 21st October 2015

5.3 Communications and Events – 4th November 2015

6. GUEST SPEAKER

Leslie Barson from the London Community Neighbourhood Co-operative (LCNC)

7. ANTI-SOCIAL BEHAVIOUR

To discuss anti-social behaviour in the area and make any decisions

8. COUNCIL VACANCY

To decide on the future of the Council's vacant seat (following 6 months non-attendance by a current sitting councillor)

9. UPDATE FROM CHAIRS OF COMMITTEES

Brief update from Committee Chairs on their work to date. (To be provided by the Vice-Chair if Chair is not present)

10. UPDATE FROM COUNCILLORS

Update from any Councillors who have attended meetings on behalf of the Council

11. BUSINESS PLAN and PRECEPT

To review the draft business plan and the Council's precept for 2016-2017 and make any decisions

12. CODE OF CONDUCT TRAINING

To decide on a programme for councillor training

13. TIME CREDITS

To discuss time credits and how the Council might use them

14. CHAIR'S REPORT

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of a meeting of the **QUEEN'S PARK COMMUNITY COUNCIL** held on **23rd September 2015** at **6.00pm** at **548 Harrow Road, London W9 3QJ**

PRESENT: Cllrs, Katie Cowan, Ryan Dalton, Joe Fernandes, Gill Fitzhugh, Emma Morgan, Susanna Rustin, Angela Singhate (Chairman), Emma Sweeney (Vice-Chairman), Philip Andokou

Also in attendance: Mike Simpson- Director, Dee Woods, Paul Madison, Lesley Barson, Simon Walton and Kristelle McNeir

APOLOGIES FOR ABSENCE

There were none

PUBLIC PARTICIPATION

To receive any questions from the public

Lesley Barson from the London Community Neighbourhood Co-operative (LCNC) briefly spoke about the Co-operative and was invited back to the next Council meeting to provide further information.

Simon Walton thanked the Council for posting the agenda of Facebook

There were also representations regarding the closure of the Jubilee and concerns that Westminster had ignored a petition from 6,000 residents and the Community Council were not doing enough. Cllrs advised that the Council was not in existence at the time the plans were originally proposed and was therefore not able to do much.

DECLARATIONS OF INTEREST

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

Cllr Julius Hogben declared that he is joint secretary of the Save Our Jubilee Campaign.

MINUTES

To resolve that the minutes of the Meeting of Queen's Park Community Council held on 8th July 2015 be taken as read and confirmed as a correct record and signed by the Chairman.

C. 279

RESOLVED that the minutes of the Meeting of Queen's Park Community Council held on 8th July 2015 be taken as read and confirmed as a correct record and signed by the Chairman with the addition that the Chairman stated that it was not her sole responsibility to line manage the Director.

COMMITTEE MINUTES

To note the acts and proceedings of the following committee meetings:

Environment and Planning – 15th July 2015
Policy and Resources – 22nd July 2015
Environment and Planning – 9th September 2015
Communications and Events- 16th September 2015

The contents of the minutes were noted

JUBILEE SPORTS CENTRE

Update on recent developments regarding the Jubilee and to make any decisions going forward

Cllr Hogben reminded the Council that on 3rd September the plans for an alternative proposal for the demolition of the Jubilee were rejected by WCC. However, there has been widespread support for the campaign to save the Jubilee with other 5,000 resident signatures.

Cllr Hogben proposed a motion to write to WCC to question why they are ignoring the voices of so many residents

C.280 **RESOLVED** that the Council writes to the Chief Executive of Westminster City Council stating:

‘Nearly 6,000 residents petitioned against the demolition of the Jubilee and the Community Council passed a motion against it. QPCC supports a visionary and practical plan for a community Jubilee which Westminster has dismissed. In view of its public support of QPCC and local empowerment, the Council wishes to know why WCC is ignoring the voice of the people and the voice of the Community Council in Queen's Park’

(Cllrs Cowan, Fitzhugh and Rustin voted against this motion)

To consider any financial assistance to the campaign

At the last Council meeting, financial assistance towards the Save Our Jubilee campaign was discussed but no decisions were made. It was highlighted that the campaign believed that they were going to receive money from the Environment and Planning budget. However, no motion was passed and planning permission was then granted for the new Moberly development. It was decided that the Council should contribute retrospectively to the campaign due to the amount of public support it has received.

C.281 **RESOLVED** that the Council give £5,000 towards the Save Our Jubilee campaign
(Cllrs Fernandes, Fitzhugh, Hogben and Rustin abstained)

UPDATE FROM CHAIRS OF COMMITTEES

Brief update from Committee Chairs on their work to date. (To be provided by the Vice-Chair if Chair is not present)

Environment and Planning

Cllr Cowan advised that the working party has been working on the Council's management specification for Queen's Park Gardens, which will go out for tender once WCC has agreed to it. The Director has been in contact a few times with WCC for the park budget. The Director is still working on an anti-

social dog strategy and waiting to hear back from the police and has been in contact with WCC about placing bike hangars in the area.

Cllr Fitzhugh informed the Council that a number of Cllrs met on Monday to consider the Neighbourhood Plan background report and that the next meeting being on November 3rd. She explained that the Council is a lot further along with their plan than other areas in London. There are monitors available from WCC for planning applications. The decision whether WCC has secured funds from the GLA for a community shop on the Harrow Road has been delayed until November.

Communications and Events

Cllr street surgeries are provisionally going ahead on October 24th and 31st. A working party for the fireworks had been formed but this should be a joint working group with the winter festival as well. The committee also agreed that the Director should send out a fortnightly update of Council activities. The Committee had also decided to host a winter social for cllrs and volunteers in December.

Policy and Resources

Cllr Singhate explained that the last meeting was mostly taken up with deciding on grant applications. Therefore, there are some policy related issues that need attention such as the hiring of casual staff, contracts and putting services out to tender. However, the grants process has been very popular with local residents and organisations but the process needs to be streamlined. Successful applicants are given an initial amount to begin their project but are required to provide the Council with a report before the second amount is released. The Council is also looking for members of the public to be on the grants panel to review applications.

UPDATE FROM COUNCILLORS

Update from any Councillors who have attended meetings on behalf of the Council

There were none

COMMUNITY SHOP

To discuss plans to host a community shop at 548 Harrow Road

The Council heard from Kristelle from WCC who explained that WCC had put in a bid for funding from the GLA for a community shop on the Harrow Road. The development would consist of a shop where people receiving benefits would be able to purchase discounted food as well as receive advice. There would also be a café. WCC explained that the cafe would be located at 548 Harrow Road and the shop would be located on Fernhead Road. Kristelle explained that the council resources would not be required to manage the shop and there would be partners providing benefit/welfare advice for members. The Council decided that they needed more information before making any decision and that it would be best to wait and see if WCC is successful in their funding application.

BUSINESS PLAN

Update on QPCC business plan

The Director advised that the business plan had been reviewed and revised in line with the Neighbourhood Plan. However, these changes need to be discussed with the working group. It was reemphasised that the neighbourhood plan sits within the business plan.

FINANCES

Update on Council finances from Director

The Director explained that the precept for 2015-2016 had been received which was £140,143. The current balance was £176,296.04. WCC need the precept amount for 2016-2017 by the end of January 2016. The general breakdown of expenditure for 2014-2015 was:

Income: £150,000

Expenditure:

Policy and Resources- £29,000

Communications and Events- £29,000

Neighbourhood and Planning- £5,000

Environment and Open Spaces- £0

Total- £63,000

STREET SURGERIES

To consider hosting Councillor street surgeries on the weekend

It was decided to postpone discussion of this item

Meeting finished at 8pm

QUEENS PARK COMMUNITY COUNCIL

To All Members of Queens Park Community Council

You are summoned to attend an **Extraordinary Meeting** of **QUEENS PARK COMMUNITY COUNCIL** to be held in the **Beethoven Centre, Third Avenue, London W10 4JL** on **Wednesday 20th January 2016** at **6.30pm** when it is proposed to transact the following business:-

Mike Simpson
Director

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.
3. **PUBLIC PARTICIPATION**
To receive any questions, or brief representations, from members of the public in accordance with Standing Order No. 3 e, f, g and h.
4. **MINUTES**
To **RESOLVE** that the minutes of the Meeting of Queen's Park Community Council held on 18th November 2015 be taken as read, confirmed as a correct record and signed by the Chairman.
5. **PRECEPT**
To set the council precept for 2016-2017
6. **MEMBERS' ALLOWANCE SCHEME**
Consider adopting a Members' Allowance Scheme for Queen's Park Council
7. **MANAGEMENT TEAM**
To discuss the role, purpose and powers of the management team
8. **BUSINESS PLAN LAUNCH**
To discuss launching the Council's business plan

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of a meeting of the **QUEEN'S PARK COMMUNITY COUNCIL** held on 18th
November 2015 at 6.00pm at 548 Harrow Road, London W9 3QJ

PRESENT: Cllrs, Musa Ahmed, Katie Cowan, Ryan Dalton, Joe Fernandes, Gill Fitzhugh, Emma Morgan, Eartha Pond, Susanna Rustin, Angela Singhate (Chairman), Emma Sweeney (Vice-Chairman), Philip Andokou

Also in attendance: Mike Simpson- Director and 6 members of the public

APOLOGIES FOR ABSENCE

There were none

DECLARATIONS OF INTEREST

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

There were none

PUBLIC PARTICIPATION

To receive any questions from the public

Pertaining to the item on the agenda, resident Simon Walton informed the Council that he had been a victim of anti-social behaviour in the summer. He is also Chairman of the Safer Neighbourhood Panel.

MINUTES

To **RESOLVE** that the minutes of the Meeting of Queen's Park Community Council held on 23rd September 2015 be taken as read, confirmed as a correct record and signed by the Chairman

RESOLVED that the minutes of the Meeting of Queen's Park Community Council held on 23rd September 2015 be taken as read and confirmed as a correct record and signed by the Chairman.

COMMITTEE MINUTES

To note the acts and proceedings of the following committee meetings:

5.1 Policy and Resources – 7th October 2015

5.2 Environment and Planning – 21st October 2015

5.3 Communications and Events – 4th November 2015

The contents of these minutes were noted

GUEST SPEAKER

Leslie Barson from the London Community Neighbourhood Co-operative (LCNC)

Leslie explained that her project was community led for building sustainable neighbourhoods. They currently have 6 projects throughout London. Residents would help build housing in their area as part of a cooperative. They have received a grant from locality to conduct viability tests and would like to expand their project to Queen's

Park. It was suggested that Leslie return, or be co-opted, onto one of the Council's committees to explore the scheme further.

ANTI-SOCIAL BEHAVIOUR

To discuss anti-social behaviour in the area and make any decisions

Cllr Hogben raised the issue of anti-social behaviour and that it was not something the Council had considered enough since its inception. The Council agreed that there were problems with anti-social behaviour and that they would invite the police, City West homes and WCC to discuss it further.

COUNCIL VACANCY

To decide on the future of the Council's vacant seat (following 6 months non-attendance by a current sitting councillor)

Cllr Ahmed explained why he had been absent for 6 months and the Council voted to keep him in his seat

RESOLVED that Musa Ahmed continue as a Cllr until the next election (Cllr Cowan abstained)

UPDATE FROM CHAIRS OF COMMITTEES

Brief update from Committee Chairs on their work to date. (To be provided by the Vice-Chair if Chair is not present)

Policy and resources

The Chair explained that the Committee was considering another round of the Community Grant Fund and that new council policies were being considered from the staffing committee

Planning

The Chair explained that both sessions to discuss the policies and projects in the Neighbourhood Plan Background Report had been conducted. The Council needs funding to help writing policies for the plan. The Council's community asset has not been registered as they have to be nominated individually. The Chair and Director had also met Roger Austen from WCC to discuss the Council's Neighbourhood Plan and how it fits into Westminster's development plan.

Environment

WCC agreed to pilot project management specification for Queen's Park Gardens. The next stage is to invite organisations to tender.

Communications:

The two scheduled street surgeries had taken place, one of which was badly affected by the weather. The Committee is also organising a Winter Social for Councillors and volunteers as well as a Winter Festival for December 12th.

UPDATE FROM COUNCILLORS

Update from any Councillors who have attended meetings on behalf of the Council

Councillor Emma Sweeney had attended the Westminster Safer Neighbourhood Board meeting but had nothing to do with Queen's Park

BUSINESS PLAN and PRECEPT

To review the draft business plan and the Council's precept for 2016-2017 and make any decisions

The Council went through the business plan and made some changes to the listed projects

RESOLVED to adopt business plan following the agreed changes (See appendix 1)

CODE OF CONDUCT TRAINING

To decide on a programme for councillor training

The Director provided two proposals from different providers following WCC suggestion that QPCC Councillors undergo Councillor training:

Innovations@Work

Roland Azor (Innovations@Work) liaised with Trevor Leggo from SSALC to provide Cllr training as well as the code of conduct. He met Trevor on 11th November and outlined the below schedule:

- **Pre-Meeting** in November with the Chair to agree the proposed workshop's aim and learning outcomes before it is delivered to Councillors;
- 30 minutes planning questions and a process for the meeting with Councillors - to include questions about implementing a **Code of Conduct and Complaints procedures**;
- Time to be agreed for a **Mediation slot** delivered by SSALC (This is now dropped but could be picked up later);
- 90 minute PART 1 workshop with all Councillors including the Chair (on one of the new dates above) to introduce and agree a **Code of Conduct and a Complaints Procedures** that is acceptable to all Councillors;
- Follow-up work to include a specially designed workshop for Councillors on 'Recognising and Managing Harassment and the benefits of Mediation'

Cost: £315

Hoey Ainscough Associates

For a Code of Conduct training session, Hoey Ainscough offer a session which lasts between 2 and 3 hours.

- a) A brief introduction to remind people why standards are important and why a code is needed
- b) A brief look at processes (in your case Westminster's) for handling complaints
- c) An interactive discussion with real case scenarios of 'behavioural' aspects of the Code eg respect/bullying, confidential information, use of social media and council resource etc
- d) An interactive discussion on registration and declaration of interest, predetermination and bias, again looking at real case examples.

Cost is £500 + VAT and travel expenses

The Director recommended that the Council go with Innovations@Work as he had met Roland Azor to discuss various issues and that they had arranged to do a joint session with SSALC on Cllr training. However, the Council voted to go with Hoey Ainscough

RESOLVED that HoeyAinscough is contracted to provide code of conduct workshop

TIME CREDITS

To discuss time credits and how the Council might use them

The Council decided to postpone this item due to time

CHAIR'S REPORT

The Chairman provided the following report

The purpose of this report is to advise the Council of communications and events that have occurred since the last committee/Council meetings.

1. A number of invitations have been received from SSALC. In view of the fact that this is our nearest Local Council association and the distance – I remain disappointed that Councillor Allowances have not been sorted out to allow access to any of these events.
2. Neil Johnson from the PDT has invited us to participate in the London communities Commission. QPCC is a beacon example of people assuming legitimate power in a hyper-local area in London. It serves as a good example for other places as you know. So a session on lessons learnt, relationship with WCC, achievements to date etc could make up an agenda. An initial meeting could take place in the New Year 2016?
3. With regards to a formal complaint made against me by Cllr Dalton – I have left a copy in the office with my inserts refuting many of the allegations. I also was required to meet with a solicitor appointed by Westminster City Council's Monitoring Officer. This meeting lasted almost 2 hours and subsequently the decision was made not to formally investigate further. The letter stating the reasons for this outcome is also available in the office. Please note the recommendations from WCC also refer to the need for training in issues re: Equality Act. Such an integral aspect of these allegations have been omitted from the detail of any planned training as per the note circulated by the Director.
4. Reminder - towards the end of last year, it was agreed that we would meet quarterly with the three ward councillors. The last confirmed date for meeting this year is:
 - Thursday 19th NovemberWho is able to attend?

Appendix 1

QUEEN'S PARK COMMUNITY COUNCIL BUSINESS PLAN 2016-2021

Introduction

Queen's Park Community Council was established in April 2014 and is the first Parish Council in London. This is the Council's first Business Plan and it sets out the vision and priorities for the Council over the next five years.

The purpose of the Plan is fourfold:

- to set out the vision, objectives and plans of the Community Council, acknowledging the important role of the community and community groups who have a common vision with the Council;
- to help the Community Council fulfil its role within the community;
- to communicate the Community Council's vision and plans to the residents;
- to provide a basis for the community to become involved in shaping their future.

BACKGROUND TO THE BUSINESS PLAN

What is a Parish Council?

Local (community, neighbourhood, parish, village and town) councils are statutory bodies and are the first tier of local government in England. They serve electorates ranging from small rural communities, towns and small cities. All are independently elected and raise a precept – a form of council tax – from the local community.

Together, they can be identified as among the nation's most influential grouping of grassroots opinion-formers.

There are 9,000 local councils in England. Over 16 million people live in communities served by local councils, around 25% of the population. There are 80,000 councillors who serve these councils, making a difference in their communities. £1 billion is invested in these communities every year.

Local councils work towards improving community well-being and providing better services at a local level. Their activities fall into three main categories: representing the local community; delivering services to meet local needs; striving to improve quality of life and community well-being.

Through an extensive range of discretionary powers local councils provide and maintain a variety of important and visible local services including allotments, bridleways, burial grounds, bus shelters, car parks, commons and open spaces, community transport schemes, community safety and crime reduction measures, events and festivals, footpaths, leisure and sports facilities, litter bins, public toilets, planning, street cleaning and lighting, tourism activities, traffic calming measures, village greens and youth projects. These existing powers were recently strengthened by powers contained in the Localism Act including the extension of the General power of competence to eligible local councils.

The Council has a unique opportunity to better serve and represent the 12,500 residents of Queen's Park and is doing so by focusing on community engagement. The Council is apolitical whose aims are to improve educational opportunities, social and economic wellbeing and the appearance of the local area.

The committee system

The Council consists of 12 Councillors who meet every 2 months. The work of the Council is carried out by its 4 main committees which focus on different areas of work in the community.

Communication and Events is responsible for organising Council events, such as the summer festival, and ensuring that residents are kept informed about news and other events in the area

Environment and Open Spaces is responsible for enhancing the green and open spaces in the area and tackling anti-social dog behaviour

Policy and Resources is responsible for ensuring that the Council's policies are in order and reviewing what the Council spends. It is also in charge of the Community Grant fund which enables individuals and organisations to apply for grants in order to provide an event/service which will benefit the community.

Neighbourhood and Planning is responsible for developing the community's neighbourhood plan and reviewing planning applications

Staffing Committee is a sub-committee of the Policy and Resources Committee and is responsible for overseeing the Council's staff.

History of the buildings in Queen's Park Ward

The area is bounded by Harrow Road and the Grand Junction Canal (opened in 1801) in the south, Kilburn Lane in the west and north and Maida Hill in the East. It was covered with fields up until the mid nineteenth century when Bravington, Portnal and Ashmore Roads were built and it was named in honour of Queen Victoria. In the 1870's, the Artisans, Labourers' and General Dwellings Company was formed from which the Queens Park Estate was built, consisting of 2000 small two storey cottages. In 1974 the Mozart estate was built between the Queens Park Estate and the earlier mid century houses.

Governance of Queen's Park

Queen's Park is part of the constituency of Westminster North represented by Karen Buck MP and is represented by three Westminster City Councillors. In 2007, the Local Government Act removed restrictions that were in place since 1963 that prevented the creation of Parish Councils in London. Local residents who had formed the Queen's Park Forum took advantage of the 2007 Act and on the 5th of June 2014 the first Parish Council in London, Queens Park Community Council, was established.

Vision

Our vision is of a neighbourhood that has a strong sense of community where we value the diversity of the people living there and a place where people of all ages incomes and creeds live and work together.

We want a Council that:

- Provides services and facilities for people of all ages and in particular to vulnerable members of our community.
- Respects and safeguards our neighbourhood's character and the quality of our houses.
- Cherishes and enhances our environment
- Makes our streets more attractive and safer
- Make Queen's Park safer and help reduce crime
- In an area with only a small local economy, does all it can to protect and enhance what we have and to increase employment opportunities.
- Support the regeneration of the Harrow Road and Kilburn Lane to make them streets that meet the needs of the whole community.
- Uses its resources wisely and works to minimise its ecological footprint.
- To improve the standard of homes in the area

Objectives

The five year Business Plan aims to meet the Council's vision. We will co-operate and liaise, where appropriate, with residents and existing local organisations for the general wellbeing of Queen's Park.

The Council will endeavour to:

- enhance its role within the community and improve its communication with the community;
- enhance the facilities available to the community;
- evaluate the potential management plans/ownership for Queen's Park Gardens with a view to optimising the benefits to the community;
- build links with local schools and local youth organisations to ensure that the needs of young people are adequately addressed and help them realise their potential;
- consult residents and businesses on improving the area's commercial viability through the regeneration of Canal Terrace and Harrow Road open space;

- maintain Continuing Professional Development for staff and Community Councillors;
- Work with state and voluntary sector service providers to help identify gaps in services to local people and help fill these gaps where we can. We will focus in particular on young people, the elderly, unemployment, health and sport;
- establish the Council's role in improving community and road safety;
- continue to host community events and raise their profiles;

Present position and achievements 2014-2016

The Council's offices are situated at the Beethoven Centre on Third Avenue. Having only been established for a year, the Council has undertaken the following work:

- Developing a Neighbourhood Plan for Queen's Park including the regeneration of 548 Harrow Road, from which the Council has hosted a number of workshops to encourage the community's input into the Plan;
- Created a 'Community Grant' fund from which residents and organisations are able to apply for funding for events/services which will benefit the community;
- Liaising with Westminster City Council to formulate a plan for the best way to manage Queen's Park Gardens;
- Considering the best way to manage the Harrington Court allotments;
- Created a list of community assets detailing buildings that are important to the community and, which, if offered for sale, the Council has the opportunity to make a bid and purchase them before they are sold.
- Created www.queensparkcommunitycouncil.gov.uk and an e-newsletter to keep residents up to date with local news and events.
- Arranged the 2014 and 2015 Queen's Park Summer Festival and Fireworks and 2015 Winter Festival;
- Arranged a local 'Clean Up Day' for residents to include the collection of unwanted items that were too difficult to dispose;
- Hosted a 'Tea Party' at Queen's Park Gardens for local residents;
- Arranged the 'Front Garden' competition for residents;
- Responsible for writing and distributing the Queen's Park Voice;
- Liaising with the police to establish a strategy to address dog issues in Queen's Park;
- Responsible for the Council's notice board outside the Beethoven Centre.

THE BUSINESS PLAN

This plan has been divided into the following sections:

- Getting around and community safety
- Creating a better environment
- Community Sports and Leisure
- Health and Wellbeing/ community engagement
- Local economy and business
- Character and Heritage
- Housing

Getting Around and Community Safety

Prior to the formation of the Council, a survey of the area was undertaken by the then Neighbourhood Forum on local residents' concerns and views on their neighbourhood. The results indicated that anti-social behaviour and crime were the biggest problems although many expressed concerns regarding dogs including issues associated with anti-social dog behaviour.

Objectives:

- In association with the Police and Westminster City Council, the Community Council will seek improvements to pedestrian movements and will continue to monitor the condition of footways, street lighting and road surfaces to ensure they are properly maintained.
- As the Council wishes to see an increase in walking and cycling, it will press for measures that will improve the provision of, and secure a safe environment for, these modes of transport
- The Council will work and support Westminster Council and other organisations in the area to help reduce crime. The Council is committed to taking on initiatives that will make the community feel safer.
- The Council will work with the police on a strategy to tackle anti-social dog behaviour

Projects:

Short Term Projects 2016-2017

- Install new cycle storage hangers in the Avenues
- Continue developing an anti-social dog strategy

Medium Term Projects 2017-2019

- Explore routes for cyclists like opening up the Ashmore Road /Kilburn Lane Junction and the Ilbert Street/Kilburn Lane Junction
- Explore contraflow cycling on one way streets and install road markings at either end of the streets

- Support improvements to the crossing for cyclists and pedestrians at all Harrow Road crossings

Policies

- Develop a waste and recycling strategy to include:
 - Sanctions for breaking the law
 - Education about dog related offences
 - Improving the awareness of collection time
 - A positive marketing and educational campaign

Creating a better environment

Queen's Park Gardens makes the best out of a limited space and contains a wealth of facilities including a playground, multi-use and free to use ball court, rose gardens, wildlife garden, a specifically designated "dog run" area and seating. Open grass mounds provide interest at one end of the site and help screen the site from the adjacent road and surrounding houses.

A wildlife area is situated within the Park which contains, among other facilities, an outdoor classroom, various wildlife habitats and composting facilities. Hedgerows, trees and shrubs, tall grasses, wildflowers, woodpiles, a composting area, climbers and creepers all provide birds, small mammals and insects with food shelter and places to breed.

Objectives

- The Community Council recognises the vital role that the Park plays for the health and wellbeing of local residents and will continue discussions with Westminster City Council about future management and the best way to deliver improvements and safeguard the area.
- The Community Council has responsibility for the Harrington Court allotments and will work closely with the Friends of Queen's Park Gardens to maintain them.
- The Community Council will work on public realm improvements to the Harrow Road open space including a structure in a strategic place addressing the park, the canal and canal terrace itself.
- Community engagement for the Neighbourhood Plan showed that people felt the canal was a hugely undeveloped resource with a lack of access to walk along. It was also suggested that a canal would benefit from a café along the bank. The Council will explore these options and support any development where possible.

Projects

Short Term Projects 2016- 2017

- Improve access to Queen's Park Wildlife area

- Agree a new contract with WCC for the management of the gardens
- Look at options for developing the canal with WCC and the Grand Union Canal Trust
- Support development of moorings and gardens at Harrow Road Open Space

Medium Term Projects 2017-2019

- Deliver a public toilet and community space in Queen's Park Gardens.
- Explore options for the conversion of the park keeper's hut.
- Work with WCC on the prioritisation of particular aspects of our streets such as pavements and facilities for the visually impaired and those with limited mobility.

Policies

- In liaison with the Canal Trust and WCC work towards developing a policy and action plan for the development of the Canal
- In liaison with the WCC work towards developing a policy and action plan for the development of the Harrow Road open space.

Community Sports and Leisure

The main leisure facility in Queen's Park is the Jubilee Sports Centre which is situated on Caird Street. In September 2015 Westminster City Council was granted planning permission to build a new sports centre at the existing Moberly Sports and Education Centre, which would include pulling down the Jubilee centre and replacing it with private housing, affordable houses and a 3 court small sports hall for the local community.

Queen's Park Gardens contains a multi-use ball court which consists of a football pitch and a basketball court, as well as an outdoor gym.

Objectives

- To continue opposing the demolition of the Jubilee but also communicate with WCC on the new Moberly/Jubilee proposal to ensure that residents are heard and get the best deal
- To promote sports activities for all ages in the area and work with WCC and local organisations to deliver them
- To protect and enhance the multi use ball court in Queen's Park Gardens

Short term projects 2016-2017

- Work with WCC to establish regular sports activities in the new hall and on the QPG multi use ball court
- Work with WCC to investigate upgrading the multiuse ball court to have an all weather 3G surface
- Support the development of a plan for programmes and activities for young people particularly during school holidays and after school

Long term projects

- Work with WCC to plan sports activities at the new Jubilee Sports Centre

Policies

- In Liaison with the Avenues agree a sports development policy

Local economy and business

The Council's objective is to facilitate an improvement in the local economy over the next five years. This will be driven by the regeneration of the commercial activity along Harrow Road. At present, there is a growing number of betting shops, fast food shops and grocers along Harrow Road and there is concern that many units are being allowed to convert to residential uses instead of other initiatives to help incentivise business.

As part of the Neighbourhood Plan, the Community Council, with the support of the Mayor of London's High Street Fund, ran a project called On the Street at 548 Harrow Road to listen to the views and ideas of local people. In addition the Council joined Westminster in commissioning a retail survey of the Harrow Road. Local people were concerned about the deterioration of The Harrow Road: insufficient variety of shops, the scruffy/shabby nature of shops, antisocial behaviour and drinking, the conversion of the houses along Canal Terrace into residential housing, the number of empty shops in the road, the lack of enforcement of retail policies as well as issues relating to parking.

Objectives

Facilitate an improvement in the local economy over the next five years by:

- Supporting the regeneration of commercial activity on the Harrow Road
- Exploring the possibility of new development on Mozart Street to recreate it as a connecting street from Queens Park Gardens to the eastern part of the ward.

Projects

Short Term Projects 2016-2017

- Facilitate/research local business network
- To work with the WCC officer to ensure that pavements are not overly covered with goods for sale and that streets are kept clean.
- Research possibilities to purchase back Queens Park Hall for the local community, following community consultation.

Policies

- To protect commercial and employment uses and safeguard employment
- To support rich and diverse High Streets
- To develop coffee shops which could include shops on the canal
- To protect original and support new well designed shop fronts

Character and Heritage

Queen's Park has a rich and characterful built heritage which it wishes to enhance and improve.

The ward contains a conservation area, the Queen's Park Estate, built in about 1874 by the Artisans, Labourers & General Dwellings Company. The architecture of the some 2,000 small houses in the estate is distinctively Gothic-revival, with polychrome brickwork, pinnacles and turrets along the bigger roads.

Objectives

- The Community Council will work to ensure that Queen's Park continues to be protected and enhanced for the benefit of all residents. This will be achieved through their forward planning policies and when reviewing planning applications.

QPCC with Publica, are completing a neighbourhood plan. This includes a list of community assets. Please see appendix 1 which explains the importance of Neighbourhood Plans and Appendix 2 which lists our assets of community value. *Insert image from NP, page 42*

Projects

Short Term Projects 2016-2017

- Research, with All Stars Boxing club, the possibility of purchasing Queen's Park Hall for the community
- Research acquiring 17-23 Third Avenue and transferring the asset to QPCC and restoring former area of Queen's Park Gardens

Medium term projects 2017-2019

- Research the development of Canal Terrace and Harrow Road Open Space

Long term projects

- Maximise the potential of Canal Terrace

Policy

- To agree a planning policy with Westminster City Council

Health and Wellbeing/Community Engagement

Objectives

- Work with state and voluntary sectors to help identify gaps in local services, including health, sport and facilities for the elderly and young people. Where necessary and possible, the Council will then take action to support those organisations.
- The Council will continue to offer funding to local organisations to provide certain services via its 'Community Grant'. The Council has already funded free legal advice sessions through its fund.

- The Council will also identify fundraising channels to assist with this support and is committed to ensuring that the most vulnerable people are protected.
- The Council will continue to deliver, and further develop, events for the community

Projects

Short term projects 2016-2017

- Support the development of a community shop which would provide advice on a variety of welfare issues, as well as healthy eating lessons.
- Work with Open Age on providing services for elderly people in the area.
- Support the creation of local sports clubs in the area.
- Provide sports activities in partnership with WCC and local organisations from the multi-use ball court in Queen's Park Gardens
- Continue providing community events like the summer festival, fireworks, Queen's Park in Bloom, Tidy up day
- Develop new community events
- Continue producing the Queen's Park Voice and delivering to all residents
- Continue supporting projects that benefit the community via the Council's grant fund
- Increase the number of Council volunteers

Medium term projects 2017-2019

- Develop a centre for old people
- Develop free legal advice service which the council funded through its grant scheme

Housing

It is clear that local people treasure and value the diverse mix of people in the neighbourhood. Queen's Park is largely residential with little room for the development of new houses. The tenure of the houses is very different to the rest of Westminster. Only 11% of people own their own homes in comparison with 31% in Westminster. 56% are in socially rented houses in comparison with 9% in the rest of Westminster. In 2013, there were 2,211 Westminster Council owned homes and 1,161 Housing Association Homes owned by 31 different Registered Social Landlords. The new housing bill currently being considered by Parliament may change this tenure. QPCC will develop policies as listed below.

Policies

- To protect the existing social rent stock
- To extend the number of houses wherever possible in particular for larger families
- To build affordable houses
- To work for well designed and sustainable houses
- To support sensitive home extensions

- To support energy saving home refurbishments whilst maintaining the area's architectural character.

FINANCES

The Community Council is aware of the financial pressures experienced by some residents and will, therefore, always attempt to limit any increases in its share (known as the precept) of the total Council tax bill. For the year 2014/15, the Community Council total precept was £136,897 and the precept has remained the same for 2015/2016.

In order to deliver key services and facilities for the community, the Council will, in the first instance, endeavour to raise the funding from grants and local fund raisers. Where special projects, such as a new community facility, require an external loan then an increase in the annual precept may be inevitable. However, this would only be done subject to public approval via consultation. In such situations, the Council will redeem any such loans at the earliest opportunity..

The Future: democratic representation and involvement

The Council hopes that a greater sense of community will develop as a result of the aims and objectives identified in this Plan and the measures that have been identified to achieve them. It is anticipated that the document will lead to an increased awareness of the Council's activities and, therefore, encourage residents to be more proactive within the community by standing to be a Councillor in 2018 or joining other voluntary community groups (see the Council's website for full listing of local organisations). The Council wishes to encourage greater youth participation and an option could be the formation of a Youth Council.

The Council will endeavour to achieve greater transparency and accessibility to all those they were elected to serve.

Appendices

Appendix 1: Neighbourhood Plan

Neighbourhood plan

QPCC will complete its neighbourhood plan in 2016.

What is a neighbourhood plan?

Introduced in the Localism Act in 2012 this is a community-led initiative giving local communities power to prepare a planning document that will be part of the statutory development plan for the district and, therefore, can be used in deciding planning applications for a local area.

It includes a shared vision for a neighbourhood as well as policies for the protection, development and use of land in a parish or 'neighbourhood area'.

If a Neighbourhood Plan is prepared for an area and adopted by the Council, it has legal force and becomes part of the statutory planning framework for the area. Once a Plan has demonstrated its general conformity with the strategic policies of Westminster's Local Plan and is brought into force, the policies it contains take precedence over existing non-strategic policies in the Local Plan for that neighbourhood, where they are in conflict.

The Council's Neighbourhood Plan will help shape development in Queen's Park for the foreseeable future. The Council is formulating the plan in conjunction with local residents and organisations, as well as public realm and design company, Publica. The Plan will help the Council identify housing, employment and transport needs. The Council secured a £20,000 grant from the Mayor of London in 2015 to go towards regenerating a High Street shop, hosting workshops from the shop and completing the Neighbourhood Plan.

The workshops are designed to consult with the public on key areas of community development and services. The results will be collated and fed into the Plan.

The Plan will contain proposals for improving the area, including new facilities and allocating key sites for specific kinds of development, which ties in with the vision of this Business Plan. It will also consider issues such as housing, employment, heritage and transport.

Appendix 2: Community Assets

Community assets

The Council has identified the following as Queen's Park Community Assets:

- Beethoven Centre, 174 Third Avenue, Queen's Park, London W10 4JL;
- Jubilee Community Area
- All Stars Boxing Gym, 576 Harrow Road, W10 4NJ
- 17-23 Third Avenue;
- Queen's Park Library, 666 Harrow Road, London W10 4NE;
- 21 Dart Street, London W10 4NA;
- Lancefield Nursery Centre, 20B Lancefield Street, London W10 4PB;
- Avenues Youth Project, 3-7 Third Avenue, London W10 4RS;
- St. Jude's Community Hall, 69 Ilbert Street, Queen's Park, W10 4QH;
- Queen's Park Gardens;
- Flora pub.

QUEEN'S PARK COMMUNITY COUNCIL

To All Members of Queen's Park Community Council

You are summoned to attend a **Meeting of QUEEN'S PARK COMMUNITY COUNCIL** to be held in the **Beethoven Centre, Third Avenue, London W10 4JL** on **Wednesday 20th April 2016** at **6.00pm** when it is proposed to transact the following business:-

Sam Shippen
Director

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.
- 3. PUBLIC PARTICIPATION**
To receive any questions from the public
- 4. MINUTES**
To **RESOLVE** that the minutes of the Meeting of Queen's Park Community Council held on 17th February 2016 be taken as read, confirmed as a correct record and signed by the Chairman.
- 5. THE AVENUES YOUTH PROJECT**
To receive a presentation on funded activities at The Avenues.
- 6. APPOINTMENT OF PROPER OFFICER & RFO**
To confirm the appointment of Mrs Sam Shippen as Proper Officer & RFO pursuant to the recommendation of Policy & Resources Committee held 23/3/16.
- 7. BUSINESS PLAN**
To discuss the business plan.
- 8. QUEEN'S PARK SUMMER FESTIVAL**
To confirm the date for the Summer Festival as 6th August 2016 and agree the establishment of a Summer Festival Working Group.
- 9. AUDIT OF ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2016**
To agree the schedule of dates.
- 10. SOCIAL & ECONOMIC COMMITTEE**
To consider the establishment of a Social & Economic Committee
- 11. UPDATE FROM CHAIRS OF COMMITTEES**
Brief update from Committee Chairmen on their work to date. (To be provided by the Vice-Chairman if the Chairman is not present)
- 12. UPDATE FROM COUNCILLORS**
Update from any Councillors who have attended meetings on behalf of the Council
- 13. CHAIRMAN'S REPORT**

C.17.02.2016

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of a meeting of the **QUEEN'S PARK COMMUNITY COUNCIL** held on 17th
February 2016 at 6.00pm at the Beethoven Centre, Third Avenue, W10 4JL

PRESENT: Cllrs, Philip Andokou, Katie Cowan, Ryan Dalton, Gill Fitzhugh, Eartha Pond, Susanna Rustin, Emma Sweeney

Also in attendance: Mike Simpson, PC Dave Hammond and Debbie Heath

APOLOGIES FOR ABSENCE

Angela Singhate
Musa Ahmed
Emma Morgan
Julius Hogben

DECLARATIONS OF INTEREST

To deal with any disclosure by Members of any dis-closable pecuniary interests and interest other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

There were none

PUBLIC PARTICIPATION

To receive any questions from the public

There were none

MINUTES

To **RESOLVE** that the minutes of the Extraordinary Meeting of Queen's Park Community Council held on 20th January 2016 be taken as read, confirmed as a correct record and signed by the Chairman

C.330 RESOLVED that the minutes of the Extraordinary Meeting of Queen's Park Community Council held on 20th January 2016 be taken as read and confirmed as a correct record and signed by the Chairman.

ANTI-SOCIAL BEHAVIOUR

To hear from the local police and WCC regarding anti social behaviour in the area

PC Dave Hammond and Debbie Heath attended the meeting to update the Council about anti social behaviour in the area. PC Hammond informed the Council there are no 'hot spots' for anti-social behaviour in Queen's Park at the moment. There have been a few issues on Third Avenue towards the Harrow Road but these have calmed down now. A number of people have been arrested for dealing and there will be follow ups. There have been problems in Marne Street with vehicles racing and they have managed to prosecute one person. Dave emphasised that, if possible, residents must try and get the registration number of any vehicles. The police have been trying to get more dog patrols out. There has been a big problem with people being pushed into the Grand Union Canal, which usually happens in the evening and the police are treating them as assaults. The police have shut down a 'crack house' on Portnall Road. Dave informed the Council that the cuts to funding for the Avenues and the closing of the

Jubilee Sports Centre pose a potential problem for the police as there will be many young people out on the streets with nothing to do.

Debbie Heath from Westminster Council informed the Committee that she works with the police on tackling ASB as well as other issues such as illegal waste dumping. 112 Fixed Penalty Notices have been issued since October for this offence

NEIGHBOURHOOD PLAN

To review and adopt the Queen's Park Neighbourhood Plan Background Report

Councillor Fitzhugh advised the Council that the background report to the Neighbourhood Plan has been completed. Funding to write the actual plan has been applied for from Locality.

C.331 RESOLVED that the draft Neighbourhood Plan Background Report be adopted by the Council

CODE OF CONDUCT TRAINING

To decide on whether to proceed with the code of conduct session on 12th March

The Council discussed whether they should proceed with the code of conduct training on 12th March in light of the current Director's impending departure. It was decided that the decision should be deferred to the Policy and Resources meeting the following week.

UPDATE FROM CHAIRS OF COMMITTEES

Brief update from Committee Chairs on their work to date. (To be provided by the Vice-Chair if Chair is not present)

Cllr Fitzhugh informed the Council that she was meeting the Canal and River Trust on 26th February to discuss cleaning the Grand Union Canal and that she had met WCC to discuss dormer windows in the area. She also advised that she had been told the Council will not receive any CIL from the Jubilee Centre. The committee had received 8 applicants from residents to join the planning application working group.

Cllr Rustin informed the Committee that the meeting to discuss the next issue of the Voice will be on 1st March. The Committee is also discussing hosting a street party to celebrate the Queen's birthday.

The contract for the Queen's Park Gardens Pilot Project has been awarded to Hammersmith Community Gardens Association. Crissie Chambers has been working with WCC on tackling anti social dog behaviour and is doing well. Installing a bike hangar in the ward is progressing but slowly.

UPDATE FROM COUNCILLORS

Update from any Councillors who have attended meetings on behalf of the Council

There were none

BUSINESS PLAN LAUNCH

To discuss the business plan launch and make any decisions

The Council discussed whether to proceed with the business plan launch on 13th April. It was decided that the decision should be deferred

RECRUITMENT

To discuss recruitment options following the current Director's departure

C.332 RESOLVED that a working group is formed to review the Director's job description and start searching for a permanent replacement and that the Director searches for a temporary replacement

PLANNING APPLICATIONS

C.333 RESOLVED that the Council supports applications 15/11586/FULL installing three rooflights and a loft conversion at 15 Marne Street and 16/00059/FULL and installation of three rooflights and rear extension at 34 Enbrook Street.

Meeting ended at 8pm