



To all Members of the Place Committee (Cllrs S. Rustin (Chair), R. Lancashire (Vice-chair), L. Barson, R. Dalton, G. Fitzhugh, O. Lawrence, J. McArdle, and E. Sweeney

with copies to all other Councillors for information.

You are hereby summoned to attend a **Meeting of the Place Committee**
to be held using Zoom (log in details to follow)
on Wednesday 16 September 2020 at 6pm.

Lucie Prior, Acting Proper Officer

11 September 2020

AGENDA

PL01-20/21	Apologies for absence – to receive and approve any apologies for absence from councillors.
PL02-20/21	Declarations of interest.
PL03-20/21	Public session – to receive any questions, representations or petitions from members of the Public. <i>(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).</i>
PL04-20/21	Terms of Reference – to discuss the draft Terms of reference and make a recommendation to the Council.
PL05-20/21	Financial Report - to discuss the draft budget for the Committee and make a recommendation to the Council.
PL06-20/21	Reports from contractors – to receive reports from contractors.
PL07-20/21	Working Groups – to receive reports from any Working Groups.
PL08-20/21	The Hut Project in Queen’s Park Gardens – to receive a report.
PL09-20/21	Climate Emergency Declaration/emissions audit – to receive a report and discuss and agree next steps.
PL10-20/21	Officers’ report

Draft Terms of Reference

Name of group	Place Committee
Chair, Vice Chair	Cllr. S Rustin (Chair) Cllr. R Lancashire (Vice Chair)
Membership	Cllrs. L Barson, R Dalton, G Fitzhugh, O Lawrence, J McArdle, E Sweeney
Frequency of meetings	
Terms of reference	<p>ENVIRONMENT AND OPEN SPACES</p> <p>Responsible for policies and projects relating to the environment, open spaces and planning, including public art, transport, air pollution, carbon emissions and wildlife</p> <p>To monitor and improve open spaces in the council area, including:</p> <ul style="list-style-type: none"> ● Queen's Park Gardens ● Harrow Road Open Space ● Sports areas, facilities and equipment ● Children's play areas ● Streets ● Edges and Verges <p>To raise awareness of the importance of air quality, to monitor air pollution locally and take steps to reduce it.</p> <p>To ensure that the council meets its net zero carbon emissions target of May 2022.</p> <p>To promote walking and cycling and other healthy outdoor activities</p> <p>THE NEIGHBOURHOOD PLAN</p> <ul style="list-style-type: none"> ● To work towards achieving the implementation of policies and projects of The Neighbourhood Plan <p>PLANNING</p> <p>To oversee the planning working group/ subcommittee which is responsible for monitoring planning applications in Queen's Park.</p>

	<p>Preparing and communicating information for residents about local planning matters. Consulting with residents and liaising with Westminster City Council (the Local Planning Authority) about planning requirements and enforcement.</p> <p>To represent QPCC at the Westminster Amenity Society Forum meetings.</p> <p>PUBLIC AND COMMUNITY ART</p> <p>To encourage art activities in Queen's Park</p> <p>To develop plans for public and community art in Queen's Park</p> <p>OVERALL STRATEGY</p> <p>To support, monitor and implement relevant objectives in the Neighbourhood Plan and other strategic documents; to make recommendations to Council as appropriate</p> <p>To support resident and volunteer-led initiatives and groups in these areas</p>
Points of reference?	

All groups to notify the Chief Officer about dates of meetings and outcomes from meetings; and to provide written or verbal reports to each meeting of council.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Finance Report		
Purpose:	For Decision		
Author:	Councillor John McArdle Responsible Finance Officer		
Date of Meeting	16 September 2020	Agenda Item	PL05 20/21

1 Summary

This report sets out a distribution of cost centres across the Council and Committees and recommends that it be approved.

2 Recommendations

It is recommended that the Committee approves the allocation of responsibility set out in the Appendix, recommending these to the Council, and notes the financial commentary in section 4 of this report.

3 Background

- 3.1 At its meeting on 17 June 2020 the Council agreed draft Terms of Reference for the new People and Place Committees and that each Committee should discuss these before submitting recommendations to the Council for approval. These are the subject of a separate item on this agenda.
- 3.2 The overall budget for 2020/21 has already been set by the Council in January 2020 when it allocated funds to a number of cost centres, each designated to deliver some activity or meet an anticipated expenditure. These can only be altered by the Council, so no changes are proposed here.
- 3.3 It is considered, however, that the monitoring of the budget for any cost centre related to any activity which is allocated to a Committee is best undertaken by that Committee. In future years, these budgets will be proposed to the Council by the Committee for consideration as part of the budget setting process which takes place in January of each year.
- 3.4 The full allocations for all cost centres are shown in the appendix to this report, and are based on the draft Terms of Reference so will be adjusted should those be changed by the Council.
- 3.4 A summary of the proposed allocations to this Committee is provided below, together with a commentary on each item.

4 Financial Commentary by Cost Centre

Category	Cost Centre	Budget 2020/21	Expenditure to August 2020
Outward Facing	4420 Public & community arts	5,000	0
This is a relatively new cost centre, established in 2019/20, and while activity has taken place no expenditure was incurred in 2019/20 or so far in 2020/21.			

Category	Cost Centre	Budget 2020/21	Expenditure to August 2020
Environment & Open Spaces	4300 Community gardening	17,500	3,975
This is a well-established cost centre and the bulk of the expenditure is the contract with HCGA. For 2020/21 the scope of that contract was extended to include support for volunteer activity, including Friends of Queen's Park Gardens.			

Category	Cost Centre	Budget 2020/21	Expenditure to August 2020
Environment & Open Spaces	4301 Dog strategy	4,000	1,650
This is a well-established cost centre and the bulk of the expenditure is the contract with Canine Culture.			

Category	Cost Centre	Budget 2020/21	Expenditure to August 2020
Environment & Open Spaces	4305 Park developments	1,500	0
This is primarily an allocation for the work on the park hut, which is the subject of a specific item on the agenda.			

Category	Cost Centre	Budget 2020/21	Expenditure to August 2020
Environment & Open Spaces	4410 Air quality	500	0
This is to meet the cost of air quality monitoring.			

Category	Cost Centre	Budget 2020/21	Expenditure to August 2020
Planning	4400 Neighbourhood Plan	2,000	3,012
This is to fund the ongoing work on the neighbourhood plan, which is now nearing completion.			

Category	Cost Centre	Budget 2020/21	Expenditure to August 2020
Planning	4402 Harrow Road projects	500	0
This is an allocation for any work that arises as a result of our engagement with the regeneration plans for the area.			

Appendix

2020/21 Budget (As amended at April meeting of Council)

	Overall	People	Place	Council
Income				
1010 Project income				
1076 Precept	164,842			164,842
1200 Office rent income	-			-
1410 Income Summer Festival	6,500	6,500		
1411 Fireworks income	5,000	5,000		
1412 Winter Fair income	1,500	1,500		
1413 Voice income	-	-		
Total income	177,842	13,000	-	164,842

Expenditure

Staff costs

4100 Staff costs	54,000			54,000
4105 Training	500			500
	54,500	0	0	54,500

Administration

<i>Councillor costs</i>				
4101 Cllr allowances	1,500			1,500
4105 Cllr training	1,000			1,000
4133 Chair's allowance	75			75
4150 Election costs	2,000			2,000
4125 Office rent	10,000			10,000
4127 Office maintenance	1,000			1,000
4126 Room bookings	1,400			1,400
4130 IT - hosting, computers , email	7,500			7,500
4132 Stationery and materials	500			500
4135 Telecomms, postage	1,000			1,000
4110 Website	2,500			2,500
4235 Advertising - recruitment	1,600			1,600
<i>Professional costs</i>				
4120 Insurance	1,300			1,300
4137 Subscriptions	2,600			2,600
4139 Travel expenses	150			150
4140 Professional fees	1,000			1,000
4142 Audit fees	1,000			1,000

Grants

4134 Community grants	25,000			25,000
4136 Pop Up Fund	2,000			2,000
4138 Special grants	27,500			27,500

Outward facing

	Overall	People	Place	Council
4128 Catering	200			200
4129 Volunteer development	2,000	2,000		
4107 Community engagement	2,000	2,000		
4430 Children & young people	10,000	10,000		
4425 Social inclusion	500	500		
4420 Public & community arts	5,000		5,000	
4236 Marketing & promotion	500			500
Total Administration	110,825	14,500	5,000	91,325

Events & Voice

4200 Queen's Park Voice	4,000			4,000
4225 Events administration	7,800	7,800		
4205 Winter Fair	3,200	3,200		
4206 Winter Social	100			100
4210 Summer festival	11,000	11,000		
4220 Fireworks	9,000	9,000		
	35,100	31,000	0	4,100

Environment & Open Spaces

4300 Community gardening	17,500		17,500	
4301 Dog strategy	4,000		4,000	
4999 Miscellaneous	0		0	
4305 Park developments	1,500		1,500	
4410 Air quality	500		500	
	23,500	0	23,500	0

Planning

4400 Neighbourhood Plan	2,000		2,000	
4402 Harrow Road projects	500		500	
4405 Retailers' support	-	-	-	
	2,500	0	2,500	0

Total Expenditure by Committee	226,425	45,500	31,000	149,925
Total Income by Committee	177,842	13,000	-	164,842
Nte Expenditure by Committee	48,583	32,500	31,000	- 14,917

	Overall	People	Place	Council
Total council income	177,842	13,000	0	164,842
Total council expenditure	226,425	45,500	31,000	149,925
Income less expenditure	-48,583	-32,500	-31,000	14,917
Precept	164,842	0	0	164,842

Report To:	Queen's Park Community Council – Place Committee		
Title:	Contractor's Report – Canine Culture		
Purpose:	For information and discussion		
Author:	Crissie Chambers, Canine Culture		
Date of Meeting	16 September 2020	Agenda Item	PP 06-20/21

1 Summary

This report sets out some of the activity undertaken by Canine Culture this summer and activities proposed for the next few months over the autumn.

2 Recommendations

That the Council notes the report and discusses the matters raised.

3 Main tasks / issues since last full meeting of Council

Canine Culture	<p>In August six weeks of puppy classes were run for six puppies per session. Sessions were broken into two parts to limit the number of people mixing within the dog run.</p> <p>One fixed penalty notice was issued for a dog being off the lead in the main section of QPG. Canine Culture had twice reported to WCC Environmental Inspectors that they had seen the dog off the lead and WCC had issued two verbal warnings to the owner before issuing the notice.</p> <p>Dog fouling signs were put up in the streets when out on patrol as WCC provided them to Canine Culture.</p> <p>The annual prize giving in the dog run took place in August supported by QPCC Officers to ensure it was Covid 19 secure. The categories were Best Rescue Dog, Ms Diva, Mr Slick, Pup Idol, Best Attitude. There was a fantastic selection of fabulous dogs and each dog was rewarded with a prize.</p> <p>Assistance has been provided for the re-homing of an eight year old cat after the death of the owner on Fifth Avenue and re-homing of a Bengal cat that a resident had found locally that had not been micro-chipped. Advice and assistance was provided to the owner a five year old Bull Mastiff that was gravely ill. With assistance of the Mayhew Canine Culture found a vet that would carry out the procedure for a donation based fee.</p>
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4 Main tasks / issues over the forthcoming period

Canine Culture	<p>The next set of sessions will be for dog socialisation. These are dogs that have behaviour issues and will consist of half an hour individual sessions. In the past these sessions have been for eight to ten dogs.</p> <p>With the new rule of six coming into force the dog workshops will be reduced in size to five. Also dog owners can no longer attend with family members. Only one dog owner per session can be present.</p>
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Report To:	Queen's Park Community Council – Place Committee		
Title:	Contractor's Report – HCGA		
Purpose:	For information and discussion		
Author:	Cathy Maund – Director, HCGA		
Date of Meeting	16 September 2020	Agenda Item	PP 06-20/21

1 Summary

This report sets out some of the activity undertaken by HCGA Contractor this summer and activities proposed for the next few months over the autumn.

2 Recommendations

That the Council notes the report and discusses the matters raised and decides whether the Ashmore Road planting costs should be covered in the existing contract.

3 Main tasks / issues

Queens Park Gardens Contract Update –

Achievements/activities

Thanks to Ulla to have kept on gardening even during the lockdown! This was important as the value of greenspaces have never been more apparent. We also deployed other HCGA staff to help keep on top of weeding in the early spring.

Local resident Lily visiting the Rose Garden with her 2 young children during lockdown said that living in a flat with no outdoor space, the park provided a refuge, an opportunity to observe wildlife and 'for a desperate mum with a busy life, lots of activities to create' for her children.

Each lockdown session Ulla engaged with between 4-10 visitors to the park for example explaining the usual sessions we provide, giving gardening advice, encouraging residents to have a look around the orchard, having a chat with residents who were feeling socially isolated etc.

Volunteer Sessions

Volunteer session started back on 4 June and the sessions regularly attract 6 volunteers Activities have focused on watering, weeding, making and feeding orchard food crops with our own comfrey and nettle feed, deadheading and cutting back summer flowering plants and trimming native hedges.

With the advice changing on a regular basis we are constantly reviewing our operations and risk assessments. Might be during the autumn that we run a morning and afternoon volunteer session if there are more than 6 people wanting to volunteer Although we are still



seeking clarity as to if volunteering is classified as social or work, most recent advice has been that if Covid-19 risk assessment in place then numbers can be greater if social distancing can be maintained.

Corporate Volunteering Challenges

The lack of corporate team building days has been obvious as we have been unable to make as much progress as we would have liked on the orchard extension. The volunteer opportunities are now back up on the Team London website from where we get most of the referrals. If anyone knows local companies who might like to volunteer in small groups of staff teams who might want to combine a bit of volunteering with a face to face catch up outside, please let us know.

Pop Up Activities

Part of our response current situation has been to try new pop up events.

In March we had a lockdown flower giveaway: a bucket of osteospermum (rain daisy) flowers (prunings) were placed at the entrance of the Rose Garden in water with an invitation to visitors to take a bunch home.

We also created some chalk drawing tree identifications in the Queens Park Gardens- informing residents of the different species growing in the Rose Garden.

In April and May we organised 2 x Growing Kit giveaways when we provided free activity packs for families with environmental activities they could do at home and created a series of downloadable activities on our website <https://hcgga.org.uk/holiday-play>. We gave away approx 75 kits in total.

We held 2 plant sales one in July, one a Thursday lunchtime and on the last Thursday of August as part of the Kilvarock Play Street session. On both occasions it rained but there was a good response.

In response to requests on the 17th September we will have a delivery of a pallet of compost that we will be able sell on to residents at cost price.

We are also placing an order for spring bulbs that we will be able to sell at the next plant sale We will also be buying perennial plug plants that we can grow on in the glasshouses ready for the spring

Tree Pit Planting

Following a request by a resident and councillor we have assisted with the creation of some tree pits in Ashmore Road

To date the support has included advice, purchase of edging and donation of some plants. We did this as requested and treated it as a pilot. Observations are as follows:

The trees in Ashmore Road are newly planted so it is relatively easy to plant around the base and the soil won't be compacted. It is **completely different** from trying to plant at the base of a large well established tree, not least because of the shade and compacted soil.

Community Orchard Project

We have one outstanding tree to plant that has been sponsored by a local resident and the fence has been taken down.

Friends of Queens Park

This year's contract includes an element for HCGA handling petty cash expenditure for any items that the Friends might want to purchase.

AOB

HCGA has gone greener – we now have an all electric vehicle.

4 Main tasks / issues over the forthcoming period

Proposed work schedule for the forth coming season

On-going weekly community garden sessions and plan to focus on the community orchard area and prioritising bulb planting.

We were planning to hold an apple / orchard event in the autumn but will probably have to think about how this would work in the light of new restrictions. Possibly a make your own apple crumble or cake kits.

Socially distanced out reach event / plant sale in October.

Volunteer visit to Kew Gardens.

Wreath making packs in December. In lieu of the potential cancellation of the Christmas event QPCC might like to consider lighting one of the tree in the park over the festive period or see <https://www.commonground.org.uk/tree-dressing-day/> . Common Ground is a fantastic charity and their projects on local distinctiveness might also be of interest.

Tree Pit Planting and Ashmore Road Planters

Whilst costs for individual pits are relatively cheap £30 to scale up might become expensive. Often this is an ad hoc activity that people undertake as guerrilla gardening

If tree pit planting is an initiative that the Community Council want to support it might be worthwhile approaching the highways department to get any future contracts for street tree planting to incorporate tree pits. Might be worth putting together an article in the next Queens Park Voice to promote the activity.

We have also been asked to look at the possibility of replanting the planters at the corner of Ashmore Road. We have done lots of similar schemes recently in Hammersmith.

Approximate costs would be:

Item	Quantity	Cost	Total
Soil	4	£75	£300
Plants and bulbs	4	£250	£1,000
Exterior paint		Donation	
Co-ordination & delivery	1	£300	£300
Grand total			£1,600

If we cover this within the existing contact, in lieu of cancelled events we wouldn't then be able to commit to any other new initiatives under the current contract.

Police cadets may be able to help with planting up.

This would definitely make an impact and would be more sustainable than the current planting. Could possibly have stencil logo on the planters.

Police cadets may be able to help with planting up.

Contract Management

It would be helpful to have quarterly walk about with the open spaces committee, friends group and possibly park contractor to work out prioritise in the park.

AOB

Think it would be good to have a simple written protocol for handling petty cash expenditure for items the Friends of QPC might want to purchase as well as how this will operate. For some items might be easier for HCGA to purchase directly to obtain wholesale discounts.

Aside from this contract we have applied to Westminster Adult Education Service to run gardening and herbal workshops in Queens Park. These would be delivered in partnership with the library, Beethoven Centre and the Carers Network. We will know the outcome of the bid in the next couple of weeks.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Planning Working Group Report		
Purpose:	For Information		
Author:	Councillor John McArdle, Working Group Coordinator		
Date of Meeting	16 September 2020	Agenda Item	PL 07-20/21

- 1 At its meeting on 15 July 2020 the Council agreed that to meet submission deadlines the Planning Working Group would review planning applications in the light of previously agreed policies and submit comments directly which would then be reported to councillors. Those listed below are the first to go through this process.
- 2 It is recommended the responses to planning applications be noted.

	Reference	Proposal	Recommendation
1	20/04245	Refurbishment and extension of the Old Vicarage building to convert existing boarding accommodation to provide 5 residential (C3) units; erection of new two storey residential block (plus basement) to the north comprising 4 houses with associated car and cycle parking and landscaping; demolition of sub station and replacement with part single, part two storey school building (Use Class D1) comprising classrooms, ancillary office (Site relates to Bales College). (Linked to 20/04246/LBC) - St Johns Church Kilburn Lane London W10 4AA	Queen's Park Community Council wishes to object to this proposal on the grounds that the new building will be far too close to the Turkey Oak tree (006 on the plans) which itself is very close to the Old Vicarage and we are deeply concerned that there will be damage to the roots of the tree which will eventually die resulting in the tree having to be felled. The Turkey Oak has a tree preservation order.
2	20/04246	Refurbishment and extension of the Old Vicarage building to convert existing boarding accommodation to provide 5 residential (C3) units; erection of new two storey residential block (plus basement) to the north comprising 4 houses with associated car and cycle parking and landscaping; demolition of sub station and replacement with part single, part two storey school building (Use Class D1) comprising classrooms, ancillary office (Site relates to Bales College). - St Johns Church Kilburn Lane London W10 4AA	Queen's Park Community Council wishes to object to this proposal on the grounds that the new building will be far too close to the Turkey Oak tree (006 on the plans) which itself is very close to the Old Vicarage and we are deeply concerned that there will be damage to the roots of the tree which will eventually die resulting in the tree having to be felled. The Turkey Oak has a tree preservation order.
3	20/04418	Rear garden T1 Japanese Maple x 2 (Acer japonicum) Suggested works: - Thin crown by 10% - Reduce over long branches back into the main crown approx. 1m - Remove dead wood Rear garden T2 Beech x 1.	Queen's Park Community Council has no objection to this proposal.

		Suggested works: - Reduce back to boundary by up to 2m to suitable growth points - 20 Marne Street London W10 4JE	
4	20/04629	Erection of a rear roof extension at second floor level; addition of a first floor window to the side of the house; installation of a skylight in the roof; and replacement of rear ground floor door and window with larger double door, and associated works. - 88 Oliphant Street London W10 4EF	Queens Park Community Council supports this application.
5	20/04654	Demolition of existing vacant rear garage/storage building and replacement with a two storey dwelling, providing a 2 bedroom, 3 person dwelling with sedum roof. - 230 Kilburn Lane London W10 4BA	Queen's Park Community Council wishes to object to this proposal on the grounds that very few dimensions are given so it is impossible to check room sizes. What we can check leads us to believe that the house will be so small that it will not be fit to live in. It also seems to have almost no windows apart from at the front.
6	20/04687	Rear garden T1 Japanese Maple x 2 (Acer japonicum) Suggested works: - Thin crown by 10% - Reduce over long branches back into the main crown approx. 1m - Remove dead wood Rear garden T2 Beech x 1. Suggested works: - Reduce back to boundary by up to 2m to suitable growth points - 3 Nutbourne Street London W10 4HW	Queen's Park Community Council is unable to comment as the database contains information for 20 Marne Street 20/04418.
7	20/04732	Erection of a rear side infill extension at ground floor level. Installation of two conservation roof lights to the rear roof slope and alterations to rear ground floor window to door. - 117 Kilravock Street London W10 4HZ	Queen's Park Community Council wishes to object to this proposal on the grounds that there are no dimensions showing the height of the proposed extension and how it relates with the dividing wall with the next door house.
8	20/04796	Single storey rear extension and loft conversion with stairs leading to loft, within the roof space. - 48 Oliphant Street London W10 4EG	Queens Park Community Council has no objection to this application.
9	20/04897	Continued use as public house (Use Class A4) at basement and ground floors and conversion of upper floors into six residential units together with roof extension to existing building; erection of five storey mixed-use building over beer garden restating Class A4 use at ground floor level and provision of three residential units on upper floors; demolition of pub garden outbuildings and boundary wall to Harrow Road. - 525 Harrow Road London W10 4RH	Queens Park Community Council is not entirely happy about this application, in particular the loss of the garden and the roof extension on top of the new building. However, we consider that the new plans are a great improvement on the previous applications and feel that it is time that development took place and that there is a need to see the existing building brought back into sustainable use.

- 3 This opportunity is also being taken to update councillors on the planning process, and the part that Queen's Park Community Council plays in it.
- 4 Planning in this area is the responsibility of Westminster City Council who make all decisions regarding whether or not a development should take place, and what changes should be made to the original plans. This decision is taken either by a Planning Subcommittee on the recommendation of council officers, or by officers themselves under delegated powers if the case is straightforward.
- 5 In some cases, for large or strategic developments, an application can be 'called in' by the London Mayor or a Government Minister and decided at a higher level. There is also a mechanism for an applicant to appeal to an independent Planning Inspector if unhappy with the original decision.
- 6 Before arriving at a decision or recommendation council officers advertise the proposal and invite comments from any person or organisation with an interest. They also seek input from other council departments, and organisations such as the police or the fire service. QPCC is one of these organisations, representing the people of the area.
- 7 When all of the comments have been received officers review the proposals, giving each submission such weight as they consider it deserves before arriving at a decision or recommendation. They can call for further information or specialist reports, and it is common for the details of a proposal to change as it goes through this process.
- 8 There is not question of QPCC having a 'veto' over any application, but it is considered that its input is useful in keeping local issues high in the minds of officers.
- 9 There is currently an outstanding issue in that the computer system used by the planning department hold the names of Sam Shippen and Kevin Harris in different places so that either can appear on notices but this is being addressed by technical staff.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Queen's Park Gardens Hut Project		
Purpose:	For information and discussion		
Author:	Cllr G Fitzhugh		
Date of Meeting	16 September 2020	Agenda Item	PL 08-20/21

1 Summary

This report sets out the history of the work on the QPG Hut Project.

2 Recommendations

That the Committee notes the report and discusses the matters raised.

3 Background and context

QPCC was set up in May 2014. Cllrs decided that they wished to ask residents what they wished to change in Queen's Park. At the 2014,2015 Summer Festivals they asked residents what they would change could in Queen's Park . In Summer 2015 QPCC held in depth community consultation when they hired a shop in the Harrow Road. They had a consultation which included a session on Queen's Park Gardens.

When asked about Queen's Park Gardens Residents repeated the same requests time after time:

- They wanted a toilet in the park
- They wanted a place they could buy drinks and snacks

The organisations who worked in the park asked for a room for activities/workshops a room to which they go if it rained.

A committee was formed consisting of Cllrs and local people, including 2 architects, to draw up plans for the new hut.. The Committee planned an eco hut with a green roof, a larger hut with space for a classroom a toilet and place where snacks and drinks could be sold.

They then arranged a meeting with Westminster City Council Parks Department. The officers were adamant that there could be no toilets for park users. They also said that the hut could not be enlarged. Westminster City Plan did not allow any open space in parks to be built over.

They said that QPCC could:

- fundraise to convert the hut
- permit agreed community groups to use the hut
- they could use the toilet in the hut
- sell snacks and drinks from the hut.

QPCC approached AXIS, the contractors who are responsible for the repairs to the cottages on The Avenues Conservation Estate and asked them to do the repairs. They agreed. They have bought a new fire door for the building. Everything was ready to go and the lockdown started.

£1,500 has been allocated for work on the QPG Hut Project from this year's budget.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Climate Emergency Declaration and Emissions Audit		
Purpose:	For Decision		
Author:	Lucie Prior, Acting Proper Officer		
Date of Meeting	16 September 2020	Agenda Item	PL 09-20/21

1 Summary

This report gives the background and context to the climate emergency declaration and emissions audit.

2 Recommendations

That the Committee agree to the proposals and looks at additional resource that may need to be requested from Full Council.

Background and context

In February 2020 the Council voted to declare a climate emergency with the target to become carbon neutral by May 2022.

This announced to everyone who lives in our neighbourhood, and beyond, that we believe global climate change is a danger that affects us all. Declaration of a climate emergency ties in with the UK Parliament's declaration in Summer 2019 and Westminster City Council's declaration in September 2019. QPCC believe we can make a practical contribution to this global effort to reduce global climate change. Ever since QPCC was founded, improving the local environment has been among our top priorities.

In declaring a climate emergency we would commit to develop a net-zero strategy and aim to achieve this by 2022. Because we are not responsible for transport or buildings, eliminating our own emissions should be relatively straightforward. The first step is to commission an environmental audit. At the same time, and because global warming is a threat to wildlife as well as humans, we would develop nature-friendly policies to promote biodiversity (insects, butterflies, birds, trees) across our neighbourhood.

QPCC allocated £1,000 from reserves for the work as agreed by Full Council in February 2020.

3 Proposals

- 3.1 Environment and Open Spaces Working Group, develops a strategy to reach this target, beginning with a full environmental audit, and reports to Council on a 6-monthly basis.
- 3.2 As well as reducing the council's own emissions, develops policies aimed at encouraging the reduction of those from transport and housing in Queen's Park overall, including by lobbying the City of Westminster. These policies should also produce benefits to local people such as cleaner air and more opportunities for walking and cycling.
- 3.3 Promotes nature-friendly gardening and greenspaces, including in Queen's

Park Gardens, and communicates our activities and policies to the public, including children, in engaging ways.

- 3.4 Work with Westminster City Council to increase rates of recycling and reduce waste.
- 3.5 Asks for residents and stakeholder groups to submit ideas for improving the environment in the parish.
- 3.6 Includes a statement on the environmental impact of any proposal in all reports to its meetings.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Community Development Officer and Acting Proper Officer		
Date of Meeting	16 September 2020	Agenda Item	PL 10-20/21

1 Summary

This report sets out some of the activity undertaken by Officers this summer and activities proposed for the next few months over the autumn.

2 Recommendations

That the Council notes the Report and discusses the matters raised.

3 Main tasks / issues since last full meeting of Council

Play Streets	<p>After the community consultation in and on the surround streets of Kilravock Street QPCC were waiting to put in the application to be the first community led Play Street in Westminster. Then as part of WCC's accelerated roll out of their Active Street programme four pilot Play Streets were allocated to The Avenues: Kilravock Street, Marne Street, Oliphant Street, Peach Street; and one regular Street Play session on Droop Street.</p> <p>A letter was sent to residents on the sections of the Play Streets from WCC informing them that the Summer scheme was coming into force.</p> <p>Some residents on Marne, Oliphant and Peach Street were dissatisfied with the lack of consultation by WCC before the designation and were confused about how this would affect access to their properties. QPCC delivered a letter along with door knocking and answered questions that settled concerns. There has been a history of ASB on Marne Street that was not known to the QPCC Officer and this was something that would have been uncovered should there have been time to undertake consultation prior to the designation.</p> <p>The resident led Play Street sessions on Kilravock Street have been regularly run on afternoons twice a week for two to three hours at a time supported by a QPCC Officer. Frequent community use has helped this Play Street become a success with 10-12 children aged 11 and under regularly playing out in the sun and pouring rain. Residents without children have said how they support the Play Street and elderly residents have come out to watch the children play and reminisce about their time playing</p>
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	<p>out as children. Parents and carers have been volunteering to marshal the ends of the street to prevent the street being used by through street and slow the speed of vehicles accessing the street.</p> <p>QPCC Officers checked back in with some residents that had initially raised concerns about the Play Street on Marne Street. There have been no further ASB issues raised this Summer on Marne Street that relate to the Play Street.</p>
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4 Main tasks / issues over the forthcoming period

Play Streets	<p>QPCC will run two after school pop up Play Street sessions on Peach Street (17 September) and Marne Street (Thursday 24 September) to encourage residents to use the Play Streets and gain on the ground feedback of them. There will be three resident led Kilravock Street Play Street sessions on Tuesdays after school (15, 22 and 29 September). QPCC will then collate feedback from the pilot Play Streets to report back to WCC with our recommendations from the Summer scheme.</p> <p>Play Streets will be promoted as part of Car Free Day on 22 September.</p> <p>Residents are being asked if this is something they would like to see in their street of the ward or if they have any further comments on them through our communications channels.</p>
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To all Members of the Place Committee (Cllrs S. Rustin (Chair), R. Lancashire (Vice-chair), L. Barson, R. Dalton, G. Fitzhugh, O. Lawrence, J. McArdle, and E. Sweeney

with copies to all other Councillors for information.

You are hereby summoned to attend a **Meeting of the Place Committee**
to be held using Zoom (log in details to follow)
on Wednesday 25 November 2020 at 6pm.

Lucie Prior, Acting Proper Officer

20 November 2020

AGENDA

- PL11-20/21** **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PL12-20/21** **Declarations of interest.**
- PL13-20/21** **Minutes of the previous meeting** – to consider for approval the minutes of the Place Committee Meeting held 16 September 2020 for confirmation and signing as a correct record.
- PL14-20/21** **Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- PL15-20/21** **Financial Report** - to discuss the draft budget for the Committee and make a recommendation to the Council.
- PL16-20/21** **Reports from contractors** – to receive verbal updates from contractors.
- PL17-20/21** **Planning Working Group** – to receive a report from the Planning Working Group
- PL18-20/21** **Working Groups** – to receive reports from the Air Quality and Public & Community Arts Working Groups and consider the establishment of a Climate Change Working Group.
- PL19-20/21** **Chair's Report** – to receive a verbal report from the Chair.
- PL20-20/21** **Officers' report**

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held remotely using Zoom
on **Wednesday 16 September 2020** commencing at 18:00.

Present: Councillors Susanna Rustin (Chair), Ray Lancashire (Vice Chair), Leslie Barson, Ryan Dalton, Gill Fitzhugh, John McArdle, and Emma Sweeney.

Also present: Lucie Prior, Community Development Officer and Acting Proper Officer; Liz Thorpe-Tracey, Communications and Events Officer; Millie Kent, Project Officer; Cathy Maund, Hammersmith Community Gardens Association (HCGA); Christine Chambers, Canine Culture; and five members of the public.

PL01-20/21 Apologies for absence – none received from Committee Members.

PL02-20/21 Declarations of interest – none made.

PL03-20/21 Public session

A member of the public spoke about their experience of the pilot Play Street on Kilravock Street this summer. They said how they had found new friends living locally, shared and learnt new skills whilst using the Play Street ie skateboarding and roller blading, and improved their health through running regularly in the road which had helped their asthma. Their parent said how the early socially distanced community engagement helped to build support on Kilravock Street for when the pilot began.

Councillor Rustin asked what the member of the public would like to see as the next steps.

Member of the public said they would like to continue with community use of the Play Street. Their parent added that if lockdown were to happen again they would like the flexibility to set it up again quickly to aid social distanced play for the children. The signs had helped to marshal and they would like to see the scheme in action again for the Spring.

RESOLVED THAT, the Community Development Officer and Chair would meet with Westminster City Council (WCC) to discuss the next steps for Play Streets looking at October half term and next spring and summer.

A second member of the public raised that they would like to see a Play Street on Ashmore Road as there are a number of children and it is a dead end street. The member of the public also spoke about their work to improve the tree pits on Ashmore Road. This project has not only improved the area and prevented dog mess at tree bases but also brought local residents together. HCGA have supplied some plants and the group now have access to the community compost from QPG wildlife garden. The local off-licence has agreed to contribute water from their supply.

Councillor Lancashire spoke on behalf of Friends of QPG. He informed the Committee that the Friends had continued to volunteer their time to look after the gardens during the lockdown and the results were evident in the park. Thanks to the Friends of QPG: Alison, Clare, Astrid, Simon and Nigel for their hard work. Astrid reiterated her thanks, in particular to Alison and Simon.

A third member of the public asked the question “What data and new actions are Westminster Council requiring from QPCC, regarding their ‘Climate Emergency’ declaration and is QPCC satisfied with their requirements?”.

The member of the public thought that as tenants of the Beethoven Centre QPCC can extend their influence over procurement and purchase. They also through QPCC should have year on year targets for improving environmental standards. QPCC could also suggest steps to residents to take action in their households.

In order to respond to the member of the public’s questions item PL09 20/21 was moved to the next item on the agenda.

PL09 20/21 Climate Emergency Declaration/emissions audit

QPCC received a report from the Acting Proper Officer regarding the Council’s Climate Emergency declaration to become carbon neutral by 2022. £1,000 has been allocated from Council reserves for the audit.

The Acting Proper Officer stated that WCC has not required any specific data and actions from QPCC from the declaration of a Climate Emergency.

RESOLVED THAT, the report be APPROVED and the Acting Proper Officer will research what an environmental audit entails and the cost. Additional funding should be applied for if required.

PL04 20/21 Terms of Reference

The Committee considered the draft Terms of Reference and discussed whether Economic Development would fall under the remit of the Place Committee.

Councillor Rustin informed the Committee that membership is not be limited solely to Council Members and if members of the public or contractors would like be members then to let the Chair know.

RESOLVED THAT, the Terms of Reference should be RECOMMENDED for the Place Committee by Full Council.

RESOLVED THAT, there should be a minimum of four meetings per annum and meetings would be pro-rated for the remainder of the municipal year with future meeting dates of 25 November 2020 and 24 February 2021.

RESOLVED THAT, Economic Development would be a wider issue for the Council to determine which Committee it falls under.

PL05 20/21 Financial Report

The Committee received a report from the Responsible Financial Officer. Councillor Lancashire questioned whether the Friends of QPG would have a separate budget allocation.....

It was explained that due to processing small amounts of petty cash it was more efficient for HCGA to make reimbursements to the Friends than the Council.

RESOLVED THAT, the Place Committee APPROVED the allocation of responsibility set out.

PL06 20/21 Reports from Contractors

Reports were received from HCGA and Canine Culture. HCGA highlighted Ulla's work that had continued during lockdown and that a beehive composter and a wormery had been purchased for Queen's Park Gardens.

The Communications and Event Officer suggested sponsorship from local estate agents for the planters on Ashmore Road.

Canine Culture highlighted that with the new rule of six dog class sizes will be smaller and the workshops will be split into two sessions. Additionally, Canine Culture are taking on a volunteer for succession planning.

The Officer highlighted the work Canine Culture had undertaken with Westminster Council City Inspector to deter and fine those allowing dog fouling.

RESOLVED THAT, the reports from contractors be APPROVED.

RESOLVED THAT, HCGA, the QPCC Acting Proper Officer, Member(s) of the Council and an officer from Westminster City Housing would undertake a site visit to the Mozart Estate as part of a walkabout to agree what actions need to be undertaken for environmental improvements.

RESOLVED THAT, the QPCC Acting Proper Officer will contact local estate agents about sponsorship for Ashmore Road planters.

RESOLVED THAT, the Events and Communications Officer will work in partnership with HCGA for the December event that will be held in the park.

PL07 20/21 Working Groups

Air Quality - WCC have agreed an air pollution study November to December, this will tie in with the work carried out two years ago.

RESOLVED that the Councillor Lancashire will send the request for air pollution tubes to the Officer for purchase.

Public and Community Art - no update as the group has not met however Councillor Fitzhugh highlighted the enthusiasm amongst the group previously and the initial plans for the Queen's Park quilt.

RESOLVED THAT, the Acting Proper Officer will call a meeting before the next Place Committee and ensure the group appoint a lead coordinator.

RESOLVED THAT, Councillor Sweeney will link the Acting Proper Officer with a contractor that has provided community art in other boroughs.

Planning – Councillor McArdle highlighted the change in reporting and drew attention to the proposal on Oliphant Street as a development sensitive to the conservation area. He also noted the request from a resident to object to the development on Kilburn Lane and that the Council were able to report that they had already done so. Finally that the most recent design for the Flora Pub was better than the previously design and QPCC would like to see the pub brought....

back into use.

Councillor McArdle reminded the Committee that WCC make the final decision on planning applications, QPCC have a planning working group that feeds into that process and QPCC represent residents' interests.

Thanks to Anne Lewis for her work on the planning working group. One or two new members would be welcomed to the group.

Westminster City Council are updating their systems to reflect the change in Officers at QPCC.

PL08 20/21 The Hut Project in Queen's Park Gardens

Councillor Fitzhugh provided a history of the project and the community engagement. Axis are the contractor that have agreed to support the project with City South the subcontractor who have agreed to work on the kitchen.

RESOLVED THAT, the report be APPROVED and Councillor Fitzhugh to continue to liaise with the contractors.

PL10 20/21

The Acting Proper Officer presented a report on Play Streets this summer and plans to take the pilot forward with two pop up sessions and a tie in with car free day. The Officer highlighted the need to explore what other streets would want this initiative as a top down approach does not necessarily mean there are children and young people living on the street to use the designation.

RESOLVED THAT, the report be APPROVED.

The meeting closed at 20:00

Report To:	Queen's Park Community Council – Place Committee		
Title:	Finance Report		
Purpose:	For Information		
Author:	Councillor John McArdle Responsible Finance Officer		
Date of Meeting	25 November 2020	Agenda Item	PL15 - 20/21

1 Summary

This report sets out current and projected expenditure across a number of cost centres.

2 Recommendations

It is recommended that the Council notes the content.

3 Background

- 3.1 The Council's accounts for the first half of 2020/21, the period from 1 April to 30 September 2020, were reported to Council on 21 October. This report updates those figures to the end of October 2020.
- 3.2 As previously reported most lines are within budget when projected for the full year and the overall balance is within tolerance.
- 3.3 Further commentary is provided in Table 1 below.

Table 1: Place Committee Expenditure 2020/21

Expenditure (1a)		Budget	YTD	Projected	Difference	Notes
4300	Community gardening	17,500	8,011	17,50036	0	Going to plan
4301	Dog strategy	4,000	2,775	4,000	0	Going to plan
4305	Park developments	1,500	0	1,500	0	Costs still being assessed
4410	Air quality	500	0	500	0	Assumes spending to plan

Expenditure (1b)		Budget	YTD	Projected	Difference	Notes
4400	Neighbourhood Plan	2,000	3,012	3,012	-1,012	Overspent so need to add money
4402	Harrow Road projects	500	0	500	0	Costs still being assessed
4405	Retailers' support	0	0	0	0	Null line
4999	Miscellaneous	0	0	0	0	Null line
4420	Public & community arts	5,000	0	5,000	0	There has been some work here

4 Proposals for 2021/22

4.1 Whilst these are for the Committee to discuss, the notes in the table below may be helpful. The final decision on the 2021/21 budget will be taken by the Council at its meeting on 20 January 2021.

Table 2: Place Committee Proposed Expenditure 2021/22

Workstream		2020/21	Notes
4300	Community gardening	17,500	This contract is going well and delivering useful services
4301	Dog strategy	4,000	This contract is going well and delivering useful services
4305	Park developments	1,500	There have been constant problems with delivery on this project but it remains a Council priority
4410	Air quality	500	Activity was disrupted by the lockdown but this remains a Council priority
4400	Neighbourhood Plan	2,000	This was overspent in 2020/21 and there may need to be some budget allocated to finish publication
4402	Harrow Road projects	500	A discussion needs to take place on the extent to which these two projects are to be supported.
4405	Retailers' support	0	
4999	Miscellaneous	0	This has not been used, and there is a separate proposal to allocate climate change costs here
4420	Public & community arts	5,000	This is a relatively new budget and a discussion need to take place on the extent to which it is to be supported

Report To:	Queen's Park Community Council – Place Committee		
Title:	Planning Working Group Report		
Purpose:	For Information		
Author:	Councillor John McArdle, Working Group Coordinator		
Date of Meeting	25 November 2020	Agenda Item	PL17-20/21

- 1 The Planning Working Group met virtually on Monday 16 November to discuss aspects of the Council's response to the climate emergency, in particular those relating to the built environment in Queen's Park. This session was organised by Millie Kent, who is leading on this matter, to examine what our response would be to the installation of solar panels on large public or commercial buildings. The Group concluded that there would be no intrinsic objection, and looked also at examples of where solar panels had been used as design features to enhance the appearance of an otherwise mundane building.
- 2 The opportunity was also taken to discuss smaller scale proposals which might take place within the conservation area, including the installation of domestic solar panels or the fitting of double glazing to the windows on the front elevation. It was noted that the economic drivers for the installation of domestic solar panels have withered away with the withdrawal of government incentives and that we did not expect to see applications for these.
- 3 On double glazing, the Council had often objected to such installations on the grounds that the design proposed did not closely match the originals and would be inappropriate. More recently designs have been proposed which will be individually manufactured and match the originals other than a double glazed unit is used in place of each window pane. These are more acceptable and no objection will be made.
- 4 The Group also reviewed a planning application to excavate a cellar in a terraced house in Oliphant Street and concluded that whilst the Council did not have a policy on such development there were concerns and that these should be brought to the attention of the Planning department. These concerns are outlined at Item 2 in the table below.
- 5 Members of the Group have been participating in the consultations being run by both the City Council and the Housing Communities and Local Government Department on changes to English planning legislation and have responded that any measures to reduce local participation are unwelcome.
- 6 Since the last meeting of the Committee the following responses have been submitted and it is recommended that they be noted.

	Reference	Proposal	Comments
1	20/05476/FULL	Erection of side extension and installation of replacement window and new rooflight on the rear elevation. - 97 Nutbourne Street London W10 4HL	Queen's Park Community Council has no objection provided that Officers are happy with the rooflights being of conservation grade and not projecting too much above the level of the roofs and that suitable arrangements have been made regarding the party wall

	Reference	Proposal	Comments
2	20/05846/FULL	Erection of side infill extension, loft conversion, creation of new underground storage cellar, new conservation style windows to rear roof slopes, and new ground floor rear window and patio door. - 103 Oliphant Street London W10 4EE	<p>Queens Park Community Council has a very strong OBJECTION to all the rooflights. Habitable rooms in the roofs used not to be allowed at all. We are prepared to accept some relaxation in this and but the number in this application completely wrecks the character of a small cottage in a conservation area.</p> <p>QPCC does not wish to object to the proposal to excavate a basement as we have no experience of assessing such works and no agreed policy on such development. We have, nevertheless, significant concerns that we would wish to be taken into account when this application is considered and do not anticipate that officers will be surprised by any of them.</p> <p>The first is that whilst this application is for a basement that is relatively shallow, and set back from the boundaries of the property, we believe it to be the first in the Queen's Park Conservation Area and fear that it may set a precedent enabling more expansive proposals in future. Loft conversions to add a third storey are now routine, and when combined with the also routine infilling of the side return already create a property that is significantly larger than the original terraced cottage. We believe that a fourth storey, even if subterranean, would represent overdevelopment of a site and would not be in keeping with the conservation area.</p> <p>The second is the length of time that these extensive works are likely to take in such a confined site and the impact that they would have on the immediate neighbours and indeed on the rest of the street. If the proposal is to be approved we would like to see a condition imposed requiring a clear project plan to incorporate a traffic management plan for all aspects of the development.</p>

	Reference	Proposal	Comments
3	20/05896/FULL	Installation of stone mosaic tiles to pathway from street to front door. - 33 Second Avenue London W10 4RN	Queens Park Community Council has no objection to this application.
4	20/06061/FULL	Installation of ironwork to front windows (Linked with 20/06062/LBC) - 127 Fifth Avenue London W10 4DR	Queens Park Community Council has no objection to this application.
5	20/06062/LBC	Installation of ironwork to front windows. (Linked with 20/06061/FULL) - 127 Fifth Avenue London W10 4DR	Queens Park Community Council has no objection to this application.

	Reference	Proposal	Comments
6	20/06444/FULL	Installation of double glazed windows to front and rear elevations. - 116 Lothrop Street London W10 4JA	Queens Park Community Council has no objection to this application on the basis that the proposed double glazing is as unobtrusive as can be manufactured and the obscure glazing is equally as unobtrusive as possible, though we would prefer if it was not permitted.
7	20/06486/FULL :	Erection of a rear side infill extension at ground floor level, new windows and doors to rear elevation and installation of two conservation roof lights to the rear roof slope. - 1 Enbrook Street London W10 4SE	Queens Park Community Council has no objection to this application.
8	20/06508/FULL	Construction of a roof extension (from a hipped to gable end roof) and installation of two conservation roof lights to the rear roof slope. - 1 Enbrook Street London W10 4SE	Queens Park Community Council has no objection on the basis that we do not think that this application could create a precedent as the property is adjacent to Queens Park Primary. If approved the permission should clearly state the relationship with the school was the only reason to allow the altering of the roof on the street side of the property.
9	20/06589/FULL	Construction of rear dormer and the insertion of 3No. roof lights to the front roof plane. - Flat 3 17 Beethoven Street London W10 4LG	Queens Park Community Council has no objection to this application.
10	20/06735/NMA	Amendments to planning permission dated 16 December 2014 (RN: 13/12250/COFUL) NAMELY, introduction of an additional garden door to living space in Block B (Flat Type B1.05) to allow access through a door to the garden area; introduction of flue locations for terminating the pipe work to Block A and B north, east, west and south elevations, to townhouse front elevations; and to Block B and townhouse north and south elevations; and new doors and changes to brickwork . - Jubilee Sports Centre Caird Street London W10 4RR	Queens Park Community Council has no objection to this application.

	Reference	Proposal	Comments
11	20/06772/FULL	Use of ground floor as an Osteopath Clinic (Class E), demolition of existing single storey rear extension and erection of replacement single storey extension and installation of two new windows in side elevation. - 230 Kilburn Lane London W10 4BA	Queens Park Community Council has no objection to this application.
12	20/06942/FULL	Erection of a rear side infill extension at ground floor level, modification of the existing window to a double door on the rear wall of the existing lean-to, installation of window to side wall of existing lean-to and installation of one conservation roof light to the rear roof slope. Linked to 20/06943/LBC - 68 Fifth Avenue London W10 4DP	Queens Park Community Council has no objection to this application.
13	20/06943/LBC	Erection of a rear side infill extension at ground floor level, modification of the existing window to a double door on the rear wall of the existing lean-to, installation of window to side wall of existing lean-to and installation of one conservation roof light to the rear roof slope. Linked to 20/06942/FULL - 68 Fifth Avenue London W10 4DP	Queens Park Community Council has no objection to this application.
14	20/07037/FULL	Erection of side infill extension with a mono-pitched roof, partial demolition of rear outrigger side wall and the party garden wall. - 20 Huxley Street London W10 4QG	Queens Park Community Council has no objection to this application although we think that the side extension should be set back a little..
15	20/07062/FULL	Erection of rear side extension at ground floor level with glazed roof and French doors, installation of roof lights to closet wing and rear of main roof slope, new railings and ironwork at front elevation and double glazed windows throughout. - 41 Sixth Avenue London W10 4HB	Queens Park Community Council has no objection to this application although we think that the side extension should be set back a little.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Community Development Officer and Acting Proper Officer, Millie Kent, Project Officer		
Date of Meeting	25 November 2020	Agenda Item	PL 20-20/21

1 Summary

This report sets out some of the activity undertaken by Officers this autumn and activities proposed for the next few months over the winter.

2 Recommendations

That the Committee notes the Report and discusses the matters raised.

3 Main tasks / issues since last full meeting of Council

Play Streets	<p>QPCC have facilitated a number of sessions covering the ward with residents since the last meeting. A meeting was held with WCC and partners where the process and use of Play Streets was evaluated. QPCC expressed that roads where residents have utilised the Play Streets and want to lead on them should be made permanent Play Streets once deemed viable by WCC surveys.</p> <p>QPCC ran two after school pop up Play Street sessions on Peach Street and Marne Street in September to encourage residents to use the pilot Play Streets and gain on the ground feedback of them.</p> <p>Peach Street session was well attended and local residents were in favour of the scheme. The resident that took the lead with Peach Street sessions has unfortunately become ill and had to step down from running any more. Marne Street session did not prove that popular, although young people from other streets came along to build the session.</p> <p>Droop Street sessions were very popular with young people and The Avenues wish to continue using the street for future holiday times. Street Play sessions have been able to be implemented quickly by WCC for school holidays that are outside of the original traffic order.</p> <p>Kilravock Street sessions continued from strength to strength until the end of the pilot with parents reporting that the children now call for each other outside of facilitated sessions. Residents took advantage of pop up Street Play for the October half term.</p>
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	<p>Ashmore Road residents also wish to make their road a Play Street between Marban Road and Kilburn Lane. QPCC worked with residents for community engagement of the pilot, garnering support amongst residents with door knocking and a flyer drop. The pilot Street Play sessions took place in October half term. The sessions were very well attended and the Safer Neighbourhood Police team also popped along to join the games.</p> <p>QPCC have asked WCC to consider the north section of Ashmore Road in their viability survey for a permanent Play Street due to the popularity of the scheme with residents.</p>
Selby Square Orchard	QPCC met with A2Dominion, WCC Ward Councillors and the MP to discuss the proposal. QPCC raised how this would fit with other projects within the ward as part of the Place based work. A2Dominion will be drawing funding down from various streams for the works.
Greening of South Mozart Project	A walkabout meeting was held with Westminster Homes, Councillors, HCGA and a resident to consider the planting that can be undertaken and the use of greening of spaces to deter ASB. QPCC will be working with Westminster Homes to engage with Westminster Homes contractor to undertake ongoing maintenance.
Tree pits	Residents can now access supplies through HCGA to work on tree pits. HCGA will plant an example tree pit in the spring and we will publicise it to encourage residents to undertake it on their road.
Climate Change	<p>Research has shown that using a consultant would cost double the amount Council has allocated from reserves for the environmental audit. An affordable alternative is for an Officer to undertake certified training and undertake the audit within house. This would prevent a further delay from applying for additional reserve funds from Full Council and allow the training to take place in 2020 and audit started by 2021. When budget setting in January provision can be made for resources required for 2021/22 to reach the target.</p> <p>The Officer recommends that a Climate Change Working Group is set up as focus is required on the target reduction in order to reach the zero emissions for May 2022. The working group can explore and assess the options for reducing carbon emissions and report into the Place Committee for decision by members.</p> <p>Officers met with Planning Working Group to look at how planning could respond to the environmental emergency.</p>
The Hut	The contractor, Axis, now have the door but are awaiting the shutter before installation. Axis have agreed to cover the costs of painting as well.
Water Fountains	We have proposed the installation of water fountains within Queen's Park Gardens to WCC.
Food waste	The pilot in the Harrow Road ward was deemed a success and therefore QPCC Officers have been pushing to have food waste collection implemented into the Queen's Park Ward.

4 Main tasks / issues over the forthcoming period

Play Streets	<p>At present due to the rule of 1 for outdoor exercise WCC are not allowing any Play Street sessions to run.</p> <p>Ashmore Road residents have expressed an interest in running Street Play sessions during the Christmas holidays should restrictions allow. Additionally, Galton Street residents have expressed an interest in setting up sessions. Further community engagement is required for Peach Street to ensure other residents take the lead on running it.</p> <p>With the changing climate we will ensure we have these up and running as soon as possible.</p>
Contractors	<p>The Acting Proper Officer will be recommending to Full Council in January that the contracts be renewed for 2021/22 with HCGA and Canine Culture.</p> <p>Both contractors have proved that they have been able to operate within the changing Covid 19 restrictions and provide services to residents throughout this challenging year.</p> <p>Developments this year have seen HCGA provide resources for volunteers gardening in the community in a streamlined process rather than through Council accounts; Canine Culture have taken on a volunteer trainer for the puppy training and dog behaviour management sessions.</p>
Selby Square Orchard	<p>QPCC will be working with the A2Dominion Community Engagement Officer to support the bid for the Orchard funding and engagement with residents on the North Mozart.</p>
Greening of South Mozart Project	<p>QPCC will be working with Westminster Homes to engage residents on the project and monitor ongoing ASB in the areas that are due for improvement.</p>
Harrow Road	<p>Site meeting scheduled with WCC Officer regarding the Harrow Road Programme. Working with WCC to explore how to draw down HS2 funding into the area and closer working to ensure communications of the programme reach Harrow Road retailers in the Queen's Park ward which is at the western edge of the programme.</p>
Climate Change	<p>Officer training to qualify and undertake the environmental audit and produce results for QPCC. Working Group to be coordinated and set carbon and waste reduction targets to work towards through the remainder of the municipal year and 2021/22.</p>
The Hut	<p>Continued working with Axis to ensure the hut has had door and shutters installed for early 2021.</p>
Water Fountains	<p>QPCC Officer will continue working with WCC on the viability of this proposal.</p>

Food waste	Continued working with WCC Ward Councillors to pressure WCC for the plans to implement roll out across the Queen's Park ward. QPCC Officers will assist with communications about the scheme before and during implementation.
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To all Members of the Place Committee: Cllrs S. Rustin (Chair), R. Lancashire (Vice-chair), L. Barson, R. Dalton, G. Fitzhugh, O. Lawrence, J. McArdle, and E. Sweeney

with copies to all other Councillors for information.

You are hereby summoned to attend a **Meeting of the Place Committee**
to be held using Zoom (log in details to follow)
on Wednesday 24 February 2021 at 6pm.

Lucie Prior, Acting Proper Officer

19 February 2021

AGENDA

- PL21-20/21** **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PL22-20/21** **Declarations of interest.**
- PL23-20/21** **Minutes of the previous meeting** – to consider for approval the minutes of the Place Committee Meeting held 25 November 2020 for confirmation and signing as a correct record.
- PL24-20/21** **Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- PL25-20/21** **Financial Report** - to receive a report of current financial position.
- PL26-20/21** **Reports from contractors** – to receive verbal updates from contractors.
- PL27-20/21** **Planning Working Group** – to receive a report from the Planning Working Group
- PL28-20/21** **Working Groups** – to receive reports from the Air Quality and Public & Community Arts Working Groups and Climate Emergency Working Group.
- PL29-20/21** **Chair's Report** – to receive a report from the Chair.
- PL30-20/21** **Officers' report** - to receive a report from the Officers.

Lucie Prior, Acting Proper Officer

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held remotely using Zoom
on **Wednesday 25 November 2020** commencing at 18:00.

Present: Councillors Susanna Rustin (Chair), Ray Lancashire (Vice Chair), Ryan Dalton, Gill Fitzhugh and John McArdle.

Also present: Lucie Prior, Community Development Officer and Acting Proper Officer; Liz Thorpe-Tracey, Communications and Events Officer; Millie Kent, Project Officer; Cathy Maund, Hammersmith Community Gardens Association (HCGA); Christine Chambers, Canine Culture; Flora McFarlane (Westminster Healthy Streets) and two members of the public – Simon Walton and Luke Douglas.

PL010-20/21 Apologies for absence – Councillors Leslie Barson, Orrel Lawrence and Emma Sweeney; Ulla Johnson (HCGA) and two members of the public.

PL011-20/21 Declarations of interest – none made.

PL012-20/21 Minutes of the Previous Meeting

RESOLVED THAT, the minutes be adopted.

PL03-20/21 Public session

Simon Walton asked to join in the discussion about the water fountain later in the meeting.

PL14 20/21 Financial Report

The Committee received a report from the Responsible Financial Officer and a draft budget for 2021-22. Current spending is going to plan and within tolerable allowances, the only overspend to note is on the Neighbourhood Plan and that is due to changes required in order for it to be sent to WCC. The Committee considered the draft budget.

RESOLVED THAT, the Financial Report be NOTED.

PL15 20/21 Reports from contractors

Reports were received from HCGA and Canine Culture. Canine Culture will be starting another set of classes on 6 December once the current lockdown ends, these will be for puppies. To comply with restrictions there will be fewer participants in the classes. Canine Culture reported that the lockdown has meant there are more new dog owners and the puppies are likely to face separate anxiety having never been left alone, along with hyperactivity. The contractor also reported an increase in dog fouling and is working with WCC City Inspector to combat this.

Cathy Maund of HCGA gave a report that included their work in Queen's Park Gardens; on social prescribing; the Ashmore Road planters; their future training courses; tree pits and upcoming events. HCGA have taken on two new volunteers through the local social prescriber. It was raised that organisations that take volunteers through this channel receive no additional funding so therefore HCGA are limited in how many residents they can accept referrals for. Socially distanced weekly volunteer gardening sessions with Ulla had continued during the lockdown.

The Ashmore Road planters have been planted out and five local residents are volunteering to look after them. No further fly tipping has been reported dumped at this junction since the installation of these beautiful planters.

In partnership with Westminster Adult Education Service HCGA will run basic gardening courses next year. Cathy Maund spoke of the possibility of running a photography course and producing a calendar for 2022 with the images. It was noted some residents have undertaken guerrilla gardening activity by planting out their tree pits. Cathy spoke about the need to ensure no damage was done to the tree by installing soil above the ground line and that the London Plane Trees of most of the streets do take a lot of moisture and light from the tree pit. For Christmas time HCGA would be producing wreath making kits again. Instead of the usual event inside the hall for the community to come together to make wreaths packs would be made to give out for residents to make at home. A Youtube video would be produced to show how best to make the wreath, along with written instructions for those not digitally included. HCGA will also be running the "12 Plants of Christmas" talk on 12 December on Zoom.

RESOLVED THAT, the reports from contractors be NOTED.

PL16 20/21 Planning Working Group

The Committee received a report from the Planning Working Group this included the working group's recent meeting on energy efficiency measures and the latest planning application comments submitted. Of particular note was the application for a basement at 103 Oliphant Street which had significant concerns raised about it. Believed to be the first in the conservation area there was a fear that it may set a precedent enabling more expansive proposals in future and would be overdevelopment of the site.

RESOLVED THAT, the Planning Report be NOTED.

PL17 20/21 Working Groups

Cllr. Ray Lancashire provided a verbal report from the Air Quality Working Group. The next set of air quality monitoring would take place in December and the equipment was on order. As usual the monitoring would last for four weeks and he would report the results back to the next Committee meeting in February.

The Public and Community Art Working Group had nominated Cllr. Gill Fitzhugh as co-ordinator of the group. The group had met virtually and decided to start an art collective working space once restrictions were lifted, St John's Church had offered them space to meet weekly. The group was looking into displaying local artists' work in local cafes, shops and restaurants. They had also been in discussion with WCC Planning Officers regarding public art installations, from initial discussions this was looking particularly costly.

The Climate Change Working Group membership now stands at six participants. Cllrs. Susanna Rustin, Gill Fitzhugh and Ray Lancashire; with Lucie Prior, Millie Kent and Luke Douglas. The Project Officer was undertaking training to produce the audit and then the Climate Change Working Group would be meeting in the new year to discuss ways forward.

RESOLVED THAT, the reports from Working Groups be NOTED.

PL18 20/21 Chair's Report

The Chair said how she believed in the power of partnerships for improving our neighbourhood infrastructure, noting the partners working together on the Greening of South Mozart project. She spoke about the new relationship building between HCGA and A2Dominion for the Selby Square Orchard Project. Cllr. Rustin said how she had raised her concern over the possible removal of play equipment in the square. Cllr Rustin had asked A2 Dominion whether there had been consultation undertaken with children as stakeholders of public space. She also raised with them that with rising obesity levels in children and children having been trapped indoors during the pandemic to remove play space may not be a good idea. A2Dominion had been receptive to this constructive feedback.

Cllr Rustin invited Flora McFarlane of Westminster Healthy Streets to speak about Low Traffic Neighbour trials in other wards and the Place Shaping consultation. Cllr Rustin would be attending the next Healthy Streets meeting as the Council's representative in December and would feedback to the Committee in the new year.

RESOLVED THAT, the report be NOTED.

PL19 20/21 Officers' Report

The Acting Proper Officer presented a report which covered recent work by the officers. This included Play Streets; the Selby Square and South Mozart projects; work on the Harrow Road; bringing food waste collection to the ward; developments in Queen's Park Gardens of the hut project and viability of a water fountain; work on the Climate Emergency environmental audit for the Council and the recommendation to set up a Working Group to review the audit and work towards the Council's carbon neutral target.

The Chair invited Simon Walton, member of the public, to speak at this point about the water fountain. Simon said that he would like a tap with the fountain to enable the volunteer group to water the plants with.

The Proper Officer noted that they would be recommending to Full Council that both HCGA and Canine Culture have their contracts renewed for the next municipal year as both contractors have proved that they have been able to operate within the changing Covid 19 restrictions and provide services to residents throughout this challenging year, as well as developing the service and providing more opportunities to residents.

RESOLVED THAT, the report be NOTED.

The meeting closed at 19:45.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Finance Report		
Purpose:	For Information		
Author:	Councillor John McArdle Responsible Finance Officer		
Date of Meeting	24 February 2021	Agenda Item	PL25 - 20/21

1 Summary

This report sets out current and projected expenditure across a number of cost centres.

2 Recommendations

It is recommended that the Council notes the content.

3 Background

- 3.1 The Council's accounts for the first three quarters of 2020/21, the period from 1 April to 31 December 2020, were reported to Council on 20 January. This report updates those figures to the end of January 2021 and the detailed figures are provided as an appendix.
- 3.2 As previously reported most lines are either within budget when projected for the full year or are expected to show an underspend. The overall balance of income and expenditure for the Council is within tolerance.
- 3.3 Further commentary is provided in Table 1 below.

Table 1: Place Committee Expenditure 2020/21

Expenditure (1a)		Budget	YTD	Projected	Difference	Notes
4300	Community gardening	17,500	12,092	17,092	408	Going to plan
4301	Dog strategy	4,000	3,683	4683	-683	Slight overspend from extra activity
4305	Park developments	1,500	0	500	1,000	Costs still being assessed
4410	Air quality	500	160	180	320	Slight underspend

Expenditure (1b)		Budget	YTD	Projected	Difference	Notes
4400	Neighbourhood Plan	2,000	3,012	3,012	-1,012	Overspent so need to add money
4402	Harrow Road projects	500	0	0	0	Unspent
4405	Retailers' support	0	0	0	0	Null line
4999	Miscellaneous	0	0	0	0	Null line
4420	Public & community arts	5,000	0	3,900	1,100	There has been some work here

Appendix 3: Year-end Projections at JANUARY 2021

Income Summary

General Income		Original	Virement	EMR	Target	YTD	To Come	Total	Unspent	%	Notes
1010	Project income	0	0	0	0	2098	0	2098	-2098	0	The money sitting here is CIL to be transferred to an EMR
1076	Precept	164,842	-	-	164,842	164,841	0	164,841	1	0%	All precept income comes in at the start
1200	Office rent income	0	0	0	0	0	0	0	0	0	Null line

Total General Income **164,842** - - **164,842** **166,939** **166,939 - 2,097**

	Original	Virement	EMR	Target	YTD	To Come	Total	Unspent
Total General Income	164,842	-	-	164,842	166,939	0	166,939	- 2,097
Communications Income	-	-	-	-	-	-	-	-
Total Events Income	13,000	-	-	13,000	-	4,600	4,600	8,400
Total All Income	177,842	-	-	177,842	166,939	4,600	171,539	6,303

Expenditure

	Original	Virement	EMR	Target	YTD	To Come	Total	Unspent
Total Staffing Costs	54,500	-	15,186	69,686	67,553	6,526	74,079	- 4,393
Administration Costs	33,825	-	448	34,273	22,911	4,091	27,002	7,271
Communications Costs	7,000	-	504	7,504	3,696	1,875	5,571	1,933
Grants Costs	52,000	2,500	19,266	73,766	52,075	22,300	74,375	- 609
People Committee Costs	14,500	-	-	14,500	1,883	5,200	7,083	7,417
Total Events Costs	33,600	- 2,500	-	31,100	19,430	750	20,180	10,920
Place Committee Costs	31,000	-	-	31,000	18,947	10,420	29,367	1,633
VAT	-	-	-	-	2,518	- 2,518	-	-
Total Expenditure	226,425	-	35,404	261,829	189,013	48,644	237,657	24,172

171,925

Other

163,578

Staffing Costs		Original	Virement	EMR	Target	YTD	To Come	Total	Unspent	%	Notes
4100	Staff costs	54,000	-	15,186	69,186	66,558	6,526	73,084	- 3,898	-6%	£k3 carry over than some overspend in covering posts
4105	Training	500	-	-	500	995	-	995	- 495	-99%	Overspend for climate assessment training

Total Staffing Costs **54,500** - **15,186** **69,686** **67,553** **6,526** **74,079 - 4,393**

Administration

		Original	Virement	EMR	Target	YTD	To Come	Total	Unspent	%	Notes
4101	Cllr allowances	1,500	-	-	1,500	1,530	-	1,530	- 30	102%	There is under-provision here if all claim
4105	Cllr training	1,000	-	-	1,000	-	-	-	1,000	0%	Underspend possible
4133	Chair's allowance	75	-	-	75	-	75	75	-	100%	Underspend possible
4150	Election costs	2,000	-	-	2,000	-	2,000	2,000	-	100%	Will be transferred to EMR
4125	Office rent	10,000	-	-	10,000	10,000	-	10,000	-	100%	-
4127	Office maintenance	1,000	-	-	1,000	70	-	70	930	7%	Underspend possible
4126	Room bookings	1,400	-	-	1,400	75	-	75	1,325	5%	Anticipate not spending much on this
4130	IT - hosting, computers , email	7,500	-	407	7,907	4,768	610	5,378	2,529	68%	-
4132	Stationery and materials	500	-	-	500	104	100	204	296	59%	Underspend possible
4135	Telecomms, postage	1,000	-	-	1,000	699	142	841	159	16%	Going broadly to plan
4120	Insurance	1,300	-	-	1,300	1,038	-	1,038	262	20%	Going broadly to plan
4137	Subscriptions	2,600	-	-	2,600	2,733	-	2,733	- 133	-5%	Going broadly to plan
4139	Travel expenses	150	-	-	150	572	-	572	- 422	-281%	There's an overspend here so add money
4140	Professional fees	1,000	-	41	1,041	81	-	81	960	92%	Underspend possible
4142	Audit fees	1,000	-	-	1,000	745	-	745	255	26%	Underspend possible
4144	Bank Charges	-	-	-	-	46	14	60	- 60		No provision was made so add money
4128	Catering	200	-	-	200	-	-	-	200	100%	Underspend possible
4235	Advertising - recruitment	1,600	-	-	1,600	450	1,150	1,600	-	0%	Will use this to recruit in March 2021
Administration Costs		33,825	-	448	34,273	22,911	4,091	27,002	7,271		

Communications		Original	Virement	EMR	Target	YTD	To Come	Total	Unspent	%	Notes
1413	Voice income	-	-	-	-	-	-	-	-		None expected so spending to be reduced
4200	Queen's Park Voice	4,000	0	504	4,504	1,156	975	2,131	2,373	53%	Underspend possible due to disruption of schedule
4236	Marketing & prom	500	0	0	500	1,000	-	1,000	- 500	-100%	Carried in from previous year
4110	Website	2,500	0	0	2,500	1,540	900	2,440	60	2%	Underspend possible

Communications Income	-	-	-	-	-	-	-	-	-		
Communications Costs	7,000	-	504	7,504	3,696	1,875	5,571	1,933			

Grants Cost Centres		Original	Virement	EMR	Target	YTD	To Come	Total	Unspent	%	Notes
4134	Community grants	25,000	0	2,900	27,900	6,400	21,500	27,900	-	0%	Assumes spending to plan
4136	Pop Up Fund	2,000	0	0	2,000	0	800	800	1,200	60%	Underspend possible
4138	Special grants	25,000	2,500	16,366	43,866	45,675	-	45,675	- 1,809	-4%	Adjustment to be made for funding from EMR 323

Grants Costs	52,000	2,500	19,266	73,766	52,075	22,300	74,375	-609			
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People Committee		Original	Virement	EMR	Target	YTD	To Come	Total	Unspent	%	Notes
4129	Volunteer development	2,000	0	0	2,000	1,400	-	1,400	600	30%	Underspend possible
4107	Community engagement	2,000	0	0	2,000	384	-	384	1,616	81%	Underspend possible
4430	Children & young people	10,000	0	0	10,000	0	5,000	5,000	5,000	50%	Underspend possible
4425	Social inclusion	500	0	0	500	99	200	299	201	40%	Underspend possible

People Committee Costs	14,500	-	-	14,500	1,883	- 8,966	7,083	7,417			
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Events Cost Centres		Original	Virement	EMR	Target	YTD		Total	Unspent	%	Notes
1410	Income Summer Festival	6,500	0	0	6,500	0		4,600	1,900	71%	Some booked but waiting for it to come in
1411	Fireworks income	5,000	0	0	5,000	0		0	5,000	0%	None expected so spending to be reduced
1412	Winter Fair income	1,500	0	0	1,500	0		0	1,500	0%	None expected so spending to be reduced
4225	Events administration	7,800	0	0	7,800	7,800		8,550	-750	-10%	-
4205	Winter Fair	3,200	0	0	3,200	3,398		3,398	-198	-6%	All events budgets to be combined
4206	Winter Social	100	0	0	100	0		0	100	100%	All events budgets to be combined
4210	Summer festival	13,500	-2,500	0	11,000	7,720		7,720	3,280	30%	All events budgets to be combined
4220	Fireworks	9,000	0	0	9,000	512		512	8,488	94%	All events budgets to be combined
Total Events Income		13,000	0	0	13,000	0		4,600	8,400		
Total Events Costs		33,600	-2,500	0	31,100	19,430		20,180	10,920		

Place Committee Cost Centres

		Original	Virement	EMR	Target	YTD		Total	Unspent	%	Notes
4300	Community gardening	17,500	0	0	17,500	12,092		17,092	408	2%	Going broadly to plan
4301	Dog strategy	4,000	0	0	4,000	3,683		4,683	-683	-17%	Going broadly to plan
4305	Park developments	1,500	0	0	1,500	0		500	1,000	67%	Costs still being assessed
4410	Air quality	500	0	0	500	160		180	320	64%	Underspend possible
4400	Neighbourhood Plan	2,000	0	0	2,000	3,012		3,012	-1,012	-51%	Overspent so need to add money
4402	Harrow Road projects	500	0	0	500	0		0	500	100%	Underspend possible
4405	Retailers' support	0	0	0	0	0		0	0		Null line
4999	Miscellaneous	0	0	0	0	0		0	0		Null line
4420	Public & community arts	5,000	0	0	5,000	0		3,900	1,100	22%	Underspend possible
Place Committee Costs		31,000	-	-	31,000	18,947		29,367	1,633		

VAT

2,518

Totals	Original	Virement	EMR	Target	YTD	Total	Unspent	%	Notes
Income	177,842	-	-	177,842	166,939	171,539	6,303		
Expenditure	226,425	-	35,404	261,829	189,013	237,657	24,172		
Balance	- 48,583	-	- 35,404	- 83,987	- 22,074	- 66,118	- 17,869		

Report To:	Queen's Park Community Council – Place Committee		
Title:	Planning Working Group Report		
Purpose:	For Information		
Author:	Councillor John McArdle, Working Group Coordinator		
Date of Meeting	24 February 2021	Agenda Item	PL27-20/21

- 1 Since the last meeting of the Committee the Neighbourhood Plan has moved on a stage and is now with an independent examiner to ensure that it meets a number of statutory tests. Although this does seem a tortuous process we seem to be nearing the end and it should be borne in mind that we are a long way in front of most Westminster neighbourhoods and that many urban areas across the country never get their plan completed.
- 2 In another long running saga, members of the Group continue to participate in the consultations and discussions around changes to English planning legislation. It is generally considered that the proposals would reduce local participation in the process so are unwelcome and are opposed by QPCC, Amenity Societies across Westminster, and the City Council itself.
- 3 At the last meeting of the Committee an application to excavate a basement beneath a house on Oliphant street was noted, believed to be the first in this area although they are more common in other parts of the City. This part of the application was withdrawn and permission granted for other improvements so there is still no guidance from the Planning Department on the issues around such developments.
- 4 Since the November 2020 meeting of the Committee the following responses have been submitted and it is recommended that they be noted.

	Reference	Proposal	Comments
1	20/08269/FULL	Insertion of 3 roof lights to the front roof and the construction of dormer to the rear roof in connection with conversion of existing roof space into habitable accommodation. - 17 Beethoven Street London W10 4LG	Queen's Park Community Council wishes to object to this proposal on the grounds that the previous application was withdrawn because of the size of the dormer window. The current dormer still seems very large and there have been two adverse comments received from neighbours so we feel that we should support residents' views.

	Reference	Proposal	Comments
2	20/07617/LBC	Installation of new roof light to existing rear lean-to extension, erection of side infill extension with fully glazed sloping roof, installation of new roof light to existing roof of the closet wing, and internal alterations. (Linked to 20/07616/FULL) - 69 Fifth Avenue London W10 4DW	Queens Park Community Council has no objection to this application.
3	20/07634/FULL	Erection of rear infill extension with mono pitched roof and roof lights, replacement of front and rear windows and installation of three conservation roof windows on the rear elevation. - 106 Ilbert Street London W10 4QE	Queen's Park Community Council wishes to object to this proposal on the grounds that the replacement front windows look as if they will have glued on glazing bars and do not look to be as close to the originals as they could be. The proposed flat roof at the back looks not to be in keeping with the rest of the house and is not appropriate for the area. The fill in part of the kitchen should be subservient to the rest of the rear of the building.
4	20/07660/FULL	Erection of a rear side infill extension at ground floor level, modification of the existing window to a double door on the rear wall of the existing lean-to, and installation of window to side wall of existing lean-to. - 80 Sixth Avenue London W10 4HE	Queen's Park Community Council wishes to object to this proposal on the grounds that the rear door materials are not clear. It is stated that the new ones will match the existing ones which appear to be in a mixture of wood and metal. If they are in wood, we would be delighted to withdraw our objection. The Heritage Statement quotes a boundary with an existing school. We are not aware of a neighbouring school and wonder if the Statement belongs to a different property.

	Reference	Proposal	Comments
5	20/07778/FULL	Erection of a single storey rear infill extension to the dwellinghouse. - 106 Ilbert Street London W10 4QE	Queen's Park Community Council wishes to object to this proposal on the grounds that the proposed rear elevation drawing does not show the skylights on one of the drawings. There is no proposed front elevation drawing. There are no details of the skylights. There are no details of the proposed kitchen doors.
6	20/07818/FULL	Installation of single glazed windows to front and rear elevations. - 116 Lothrop Street London W10 4JA	Queen's Park Community Council wishes to object to this proposal on the grounds that the application has not been clearly specified and more details are required.
7	20/08269/FULL	Insertion of 3 roof lights to the front roof and the construction of dormer to the rear roof in connection with conversion of existing roof space into habitable accommodation. - 17 Beethoven Street London W10 4LG	Queen's Park Community Council wishes to object to this proposal on the grounds that the previous application was withdrawn because of the size of the dormer window. The current dormer still seems very large and there have been two adverse comments received from neighbours so we feel that we should support residents' views.
8	20/08359/FULL	Installation of two conservation roof lights to the rear elevation, and two to the side elevation slate pitch roof of the closet 2-storey rear return; lowering of 1st floor ceiling by 300mm; convert rear bathroom on ground floor to breakfast room, with new sliding windows all in connection to the creation of a loft room. (Linked to 20/08360/LBC) - 73 Fifth Avenue London W10 4DW	Queens Park Community Council has no objection to this application.

	Reference	Proposal	Comments
9	20/08360/LBC	Installation of two conservation roof lights to the rear elevation, and two to the side elevation slate pitch roof of the closet 2-storey rear return; lowering of 1st floor ceiling by 300mm; convert rear bathroom on ground floor to breakfast room, with new sliding windows all in connection to the creation of a loft room. (Linked to 20/08359/FULL) - 73 Fifth Avenue London W10 4DW	Queens Park Community Council has no objection to this application.
10	21/00076/COFUL	Variation of conditions 1 and 16 of planning permission dated 16 December 2014 (RN: 13/12250/COFUL) for the: Demolition of all existing buildings on site and redevelopment to provide a terrace of 20 townhouses fronting Caird Street, two buildings (one on corner of Caird Street and Third Avenue and the other on corner of Lancefield Street and Bruckner Street) accommodating 64 apartments (of which 12 are affordable) and a 772m2 (Class D1/D2) community sports and community centre, with associated car parking, cycle parking, private and communal amenity space and landscaping. (Site includes 2-6 Caird Street, 17-23 Bruckner Street and 1-3 Lancefield Street) (Application linked to redevelopment of Moberly Sports Centre in London Borough of Brent). NAMELY, to allow the provision of a substation. Jubilee Sports Centre Caird Street London W10 4RR	Queens Park Community Council has no objection to this application.
11	21/00316/FULL	Erection of a rear side infill extension at ground floor level with double doors. Installation of double doors to rear elevation and two conservation roof lights to rear roof slopes. 76 Kilburn Lane London W10 4AH	Queens Park Community Council has no objection to this application.
12	21/00413/FULL	Replacement of windows to front elevation. 2 Oliphant Street London W10 4EG	Queen's Park Community Council wishes to object to this proposal on the grounds that the replacement front windows look as if they may have glued on glazing bars and do not look to be as close to the originals as they could be. If they will be as close to the originals as possible then we shall be happy to withdraw our objection.

	Reference	Proposal	Comments
13	21/00461/FULL	Erection of a single-storey side extension at the rear of the property. 200 Fernhead Road London W9 3EL	Queens Park Community Council has no objection to this application.
14	21/00479/FULL	Erection of new roof terrace on existing flat roof at first floor level. First Floor 198 Portnall Road London W9 3BJ	Queen's Park Community Council wish to object. The proposed design of a modern and extremely large glass and steel structure is not in keeping with the character of the local environment or the period architectural style of the road and the neighbourhood. It will impact on neighbours' privacy and amenity. Enclosing the terrace will result in much more usage which will increase the risk of noise and overlooking. We note that there are two objections from the public which we totally support.
15	21/00493/FULL	Erection of replacement garden shed. 258A Ashmore Road London W9 3DD	Queens Park Community Council has no objection to this application provided that neighbours also do not object.
16	21/00713/FULL	Erection of a mansard roof extension. 256 Ashmore Road London W9 3DD	Queen's Park Community Council wish to object. The proposed mansard roof raises the whole scale of the building both in the front and particularly in the rear. There appears to be no mention of the houses either side but it looks as if the development will remove all symmetry at the top of the house and lead to major overlooking, particularly at the back.
17	21/00792/TELCOM	Installation of three 3m support poles (30.10m AGL) supporting four antennas, one 5.5m support pole (32.60m AGL) supporting two antennas and two 300mm dishes, installation of three cabinets and ancillary works thereto. Naylor House 59 Bruckner Street London W10 4NU	Queens Park Community Council has no planning concerns regarding the physical form of the development but understands that residents of the building do have reservations and ask that these be given due consideration.

Report To:	Queen's Park Community Council – Place Committee		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Lucie Prior, Community Development Officer and Acting Proper Officer, Millie Kent, Project Officer		
Date of Meeting	24 February 2021	Agenda Item	PL 30-20/21

1 Summary

This report sets out some of the activity undertaken by Officers this winter and activities proposed for the next few months over the spring.

2 Recommendations

That the Committee notes the Report and discusses the matters raised.

3 Main tasks / issues since last full meeting of Committee

Play Streets	<p>QPCC have facilitated a number of sessions covering the ward with residents since the last meeting. A meeting was held with WCC and partners where the process and use of Play Streets was evaluated. QPCC expressed that roads where residents have utilised the Play Streets and want to lead on them should be made permanent Play Streets once deemed viable by WCC surveys.</p> <p>QPCC ran two after school pop up Play Street sessions on Peach Street and Marne Street in September to encourage residents to use the pilot Play Streets and gain on the ground feedback of them.</p> <p>Peach Street session was well attended and local residents were in favour of the scheme. The resident that took the lead with Peach Street sessions has unfortunately become ill and had to step down from running any more. Marne Street session did not prove that popular, although young people from other streets came along to build the session.</p> <p>Droop Street sessions were very popular with young people and The Avenues wish to continue using the street for future holiday times. Street Play sessions have been able to be implemented quickly by WCC for school holidays that are outside of the original traffic order.</p> <p>Kilravock Street sessions continued from strength to strength until the end of the pilot with parents reporting that the children now call for each other outside of facilitated sessions. Residents took advantage of pop up Street Play for the October half term.</p>
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	<p>Ashmore Road residents also wish to make their road a Play Street between Marban Road and Kilburn Lane. QPCC worked with residents for community engagement of the pilot, garnering support amongst residents with door knocking and a flyer drop. The pilot Street Play sessions took place in October half term. The sessions were very well attended and the Safer Neighbourhood Police team also popped along to join the games.</p> <p>QPCC have asked WCC to consider the north section of Ashmore Road in their viability survey for a permanent Play Street due to the popularity of the scheme with residents.</p>
Selby Square Orchard	The contact at A2Dominion has now changed to the
Greening of South Mozart Project	WCC have now installed the planters, due to the lockdown residents were unable to participate in
Tree pits	In contact with contractor for Third & Caird to ensure installation of large enough soil area to plant these up.
Climate Change	Officer has undertaken training to qualify and has produced the audit for QPCC. Working Group to be coordinated and set carbon and waste reduction targets to work towards through the remainder of the municipal year and 2021/22.
The Hut	The contractor, Axis, now have the door but are awaiting the shutter before installation. Axis have agreed to cover the costs of painting as well.
Water Fountains	Contractor has quoted £15.5k for installation. This does not make it a viable option for WCC or QPCC.
Food waste	

4 Main tasks / issues over the forthcoming period

Play Streets	<p>At present due to the rule of 1 for outdoor exercise WCC are not allowing any Play Street sessions to run.</p> <p>For Easter we are in contact with Kilravock Street, Ashmore Road and Galton Street residents to run them.</p>
Contractors	
Selby Square Orchard	QPCC will be working with the A2Dominion Community Engagement Officer to support the bid for the Orchard funding and engagement with residents on the North Mozart.

Greening of South Mozart Project	QPCC will be working with Westminster Homes to engage residents on the project and monitor ongoing ASB in the areas that are due for improvement.
Harrow Road	Site meeting scheduled with WCC Officer regarding the Harrow Road Programme. Working with WCC to explore how to draw down HS2 funding into the area and closer working to ensure communications of the programme reach Harrow Road retailers in the Queen's Park ward which is at the western edge of the programme.
Climate Change	
The Hut	Continued working with Axis to ensure the hut has had door and shutters installed for early 2021.
Water Fountains	QPCC Officer will continue working with WCC on the viability of this proposal.
Food waste	Continued working with WCC Ward Councillors to pressure WCC for the plans to implement roll out across the Queen's Park ward. QPCC Officers will assist with communications about the scheme before and during implementation.