**Lee Forum**

**Annual General Meeting on 12 June 2017**

**at The Manor House, Old Road, London SE13, 7.00 - 9.00pm**

**M I NU T E S**

1. **Welcomes and Apologies**

Sarah Mc Michael, Chair of the Lee Forum welcomed everyone to the meeting. Simon Higgs from B22 was thanked for lending the Forum the room for the meeting.

Members signed an attendance sheet, and the list of those present is attached to these minutes.

Apologies were received from: Jean Lindsay, Sheila Peck, David Sperlinger, Rozina Visram and Cllr Simon Hooks.

1. **Minutes of the 2016 AGM**

The minutes were agreed as an accurate record of the meeting.

1. **Chair’s report**

Sarah outlined the achievements of the committee during the past year:

1. The meeting was reminded of the Forum’s remit to promote and improve the social, economic and environmental well-being of the neighbourhood area
2. The Forum’s activity is dependent on funding and volunteer resources
3. Sarah explained the steps of the road map to develop the Neighbourhood Plan which would be adopted by Lewisham and Greenwich Councils. The meeting noted the progress made since the Forum was established in 2015
4. A Community interest company (CIC) had been set up together with a bank account, and two grant applications had been made
5. An online survey of people who live and work in the area had received 548 responses and remains open for more comments. In addition, leaflets had been widely distributed to gather views, and presentations had been made including to the Lee Green Assembly
6. 110 people attended a meeting of the Forum in May 2017, and their views on the area were welcomed and fed into the survey results
7. In autumn 2016 and spring 2017 nine walks around the area were conducted to gather information, involving QUAG and Lee Manor Conservation Society
8. Demographic profiles for our area have been gathered
9. A report was commissioned from Aecom on heritage and character aspects of our area
10. The Forum’s website is populated with the above evidence and news of activities
11. In April to May 2017 the Committee developed a vision and objectives for the Forum
12. Broad Objectives of the neighbourhood plan were grouped under five headings: family and community, green and blue spaces, diverse and independent shops and businesses, transport, heritage and character
13. The Forum’s working groups have been established around these five themes. All committee members and working group members are local volunteers
14. At present a new stage of development is being started which will develop projects using the agreed objectives as a base. Meetings in June and September will identify issues arising from the consultation which the group will consider. Where the issues are relevant to planning policy, and where there is resource available, the projects will be taken forward
15. The possible activities of the various working groups were outlined in relation to planning policies and non-planning policies.

In the coming year, the Forum will further develop the objectives, proposed activities and specific project ideas in consultation with the community and draft the Neighbourhood Plan for presentation to the Councils.

In response to a question Sarah explained that the Forum is a legal entity which is recognized by the Councils, and once the Neighbourhood Plan is agreed the policies it contains carry weight alongside the Councils’ own planning policies. As the Neighbourhood Plan is the result of consultation with many voters and the Councils it is mutually beneficial that it’s policies are upheld by the Councils.

1. **Interim accounts and treasurers report**

Marcus explained that the CIC had been established, with liability for the Chair and Treasurer limited to a sum of £1. A bank account had been set up with the Co op.

The income and expenditure account for the year 2016-2017 was presented:

|  |  |  |
| --- | --- | --- |
|  | **Income** | **Expenditure** |
| Grants | £6,798 |  |
| Donations | £200 |  |
| **Sub-total** | £6,998 |  |
|  |  |  |
| Consultancy |  | £3,962 |
| Leafelts, Pinting & Delivery |  | £941 |
| Website & Other |  | £684 |
| Money paid Back to Locality |  | £111 |
| ***Sub-total*** |  | ***£5,698*** |
| **Cash at Bank** |  | ***£1,300*** |
|  |  |  |
| ***Creditors due*** |  |  |
| Consultancy |  | £900 |
| Final website bill |  | £200 |
| Money Owed to Groundwork |  | £0 |
| ***Sub-total*** |  | £200 |
|  |  |  |
| ***Net*** | £1,100 |  |

More grant will be applied for in the coming year to fund the sort of activities set out in paragraph 3 above. As Lee was a complex neighbourhood area up to £15k grant could be applied for from Groundworks over a three year period. Marcus commented that we should anticipate that the Forum’s funds will get tighter in coming years.

1. **Election of Committee members**

The Chair thanked the current committee for all their hard work and their significant achievements over the past year.

The Forum’s constitution requires the Committee to be elected annually by members of the Forum at the AGM.

11 people stood for election in 2017 and, if elected, these 11 people will serve on the Forum Committee until the AGM in 2018, when they will be eligible for re-election.

Maggie Holland managed the process to elect Committee members. A show of hands was requested in support of each individual, who gave a short account of their involvement in the area and experience which could be relevant to the Forum. The following Committee members were duly elected:

Sarah McMichael – has lived enjoyed living in the forum area for 17 years and is the current chair of the forum. Raising a family here, she works as an accountant and is interested in art. Sarah was one of Lee Forum’s founders, interested in giving local people a stronger voice in local planning. She is particularly interested in fostering vibrancy in Lee Green town centre, Lee High Road and smaller shopping parades.

Gill Stoker – has lived in the area for 40 years and has served on the forum’s committee since 2016’s AGM. She has a particular interest in eyesore properties in the area and is keen to tackle dilapidation. Gill teaches from home in Lee, and works at the Mary Evans Picture Library in Blackheath Village. She maintains Lee Forum’s Facebook page and keeps the website updated.

Nicolette Duckham – has lived in the area for 20 years, raising a family here; she is a building conservation officer with a West London borough and familiar with heritage planning matters. She served on the forum committee since last AGM and is very keen on local heritage protection and encouraging better quality new development.

Michael Diamond – has lived in the area for 25 years. He is a health and safety advisor and cares about the environment. He has recently become active on pollution, car rat-running and commuter parking and has joined London Living Streets to camgaign for pedestrian rights.

Marcus Mayers – is the current treasurer of the forum and moved into the area in 2008 with his young family. He works at the cutting edge of public transportation and mobility issues.

David Ford – has been a local resident for 40 years. He is passionate about our environment, hates littering and flytipping and is a volunteer on the maintenance of station embankments. He helps to maintain the green on Woodyates Road and gets involved in river dipping to keep the Quaggy clear and silt free. He is keen to work on the Green and Blue spaces forum working group.

Ann Lewis – has lived in the area for 40 years and raised a family here. She is a former teacher in the borough and a Friends and Users of Staplehurst Shops (FUSS) activitist, in particular organizing the planting and Christmas fairs.

Patricia Richardson – was born and brought up in the area and went to school here. Her Grandfather came to Lee at the turn of the last century. Pat is a founder and Secretary of Users and Friends of Manor House Library and on the committee of Manor House Garden’s Users Group. Both of these groups and Lee Forum are part of a Consortium of local groups which work to improve the local area collaboratively.

Peter Richardson – is a founder and chair of Users and Friends of Manor House Library and continues to battle to retain this community asset. He is also a Lee Green Assembly coordinator and is keen to be involved in a group which has the power to be recognised by Lewisham and Greenwich Councils.

Alec Feegrade – moved to the area one year ago and wants to be involved in local planning activities as he plans to stay here. He works for an architect’s firm with an interest in historic buildings and is a musician in his spare time.

Ayaka Takaki – moved here in December 2016 and is an architect and building conservator. She knows the area surrounding the neighbourhood area and is keen to get to know people and support the community.

Sarah explained that the committee will choose it’s officers from within the committee according to it’s constitution and gave a special mention and thanks to Ed Bailey, who has been on the Forum Committee but has stood down as he may move out of the area. Ed has been very helpful and has brought his experience of planning and urban design and conservation to the Forum. Ed may be asked to be an adviser to the Forum in the coming year.

Members can be coopted onto the Forum Committee and Simon Hooks, one of our local councilors, and Pippa Bampton had been duly coopted.

The diverse and experienced committee membership was warmly welcomed by those present.

Others were encouraged to be involved.

Officers will be selected from the committee by the committee at a separate meeting to fill the posts of Chair, Treasurer, Secretary and Media Office.

1. **Kay Pallaris**

Sarah welcomed Kay to the meeting, as a consultant adviser to the Forum. Kay’s background was in the built environment and she had worked on the Olympics and her interest in urban design has influenced her work. Kay has been helping the Forum with early analysis of feedback from locals about Lee to help to inform the working groups’ activity and develop the Neighbourhood Plan.

Kay gave a presentation on themes that she felt were important to create healthy environments and healthy neighbourhoods:

1. Design affects wellbeing; neuro-aesthetics and neuro-ergonomics were key features. Natural environment and designed environment both have an impact on our wellbeing
2. Kay shared the results of her walk in Oxford wearing a device to measure the impact of her environment
3. WHO health impact assessment was explained by Kay, which showed the wider factors affecting wellbeing
4. Design criteria is impacting the city’s ability to cope with changes, for example climate
5. Nature can provide good design ideas that can be followed in the built environment, for example patterns that occur naturally in plants can be used in urban landscapes. This can be replicated in historic as well as new buildings. Features that can add value to an urban landscape can be identified and used in Lee’s neighbourhood plan
6. Public realm and greening environments can be beneficial to our neighbourhoods
7. What is good quality design? Comfortable places to live should refer back to basics and Kay mentioned a publication which addresses some of these issues ‘14 patterns of biophilic design’ which can be incorporated into design codes
8. Policy solutions can be incorporated. Example, green infrastructure promoted by GLA as a green space factor and scoring system can be introduced to include biodiversity etc. Kay mentioned Smart cities – less cars and more greenery
9. There will be a circular walk on 1 July 2017 of three peaks in Lewisham. Participants will be able to see how important our green spaces are as part of the natural heritage of our area
10. There was a call to all forums to link Lewisham’s green spaces; to create a green grid and urban national park in London
11. A study on Blue health by Exeter university shows links between good health and wellbeing and being close to water; this is relevant to Lee with the Quaggy river
12. Areas of deprivation need to be included and not left to be isolated and disadvantaged
13. Community assets should be mapped and identified for retention and improvement and safeguarding well-used and valued amenities.
14. Job opportunities were another area for consideration by the Lee Forum. Diverse skills should be encouraged and accommodated. GLA had a policy on creative enterprise zones under the ‘Lock up to start up’ initiative
15. People are asked to express their view on what is special and unique about Lee. Work will be done to convert our assets into our vision for a strategy for our neighbourhood
16. Heat maps and air quality in buildings can be problematic for temperature control. Tarmacking front gardens can be problematic for flood defences
17. Kay referred to an air pollution document ‘the lifelong impact of air quality’
18. Road improvement works in Lewisham are sometimes ill advised and there are means of calming traffic and allowing for cycles without just narrowing roads. Studies by ‘cycle boom’ are helpful. Walking and cycling routes can be infrastructure projects by the Forum.

Kay responded to questions from the floor including the proliferation of highrise in Lewisham, flytipping problems and the variety of green spaces in our area, some of which are better designed and more effective than others.

**Closing remarks**

Sarah said that the Forum will engage with as many people as possible in the community and collaborate with other forums and local groups and Lewisham and Greenwich councils.

Everyone was thanked for their continued support.

**Attendance**

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| --- |
| Sarah McMichael |
| Edward Bailey |
| Nicolette Duckham |
| James Hazlerigg-Kinley |
| Patricia Richardson |
| Peter Richardson |
| Ann Lewis |
| Benjamin Cross |
| Ayaka Takaki |
| Alex Feegrade |
| Gill Stoker |
| Richard Stoker |
| Kay Pallaris |
| Joyce Bridgeman |
| Pippa Bampton |
| Diana Stevenson |
| Gordana Lazic-Duffy |
| Marcia Laming |
| Maggie Holland |
| Theresa Webb |
| Michael Diamond |
| Emilie Hodgkinson |
| Marcus Mayers |
| Olivia Hodgkinson |
| Jan Quirke |
| Jan Ford |
| David Ford |
| Brian Monk |
| Venkat Calidas |
| Julie Reason |
| Jason Lai |
| Julie Williams |
| Bev Nash |