

Maidenhead Neighbourhood Forum

Minutes / Action Points of a meeting on 5th June 2019

In attendance : Mike Copeland, Mick Jarvis, Deborah Mason, Martin McNamee, Roger Panton, Derek Roberts, Ian Rose, Cllr.Helen Taylor, Andy Woodstock.

Apologies : Bob Beauchamp, Ann Beauchamp, Nick Brace, Rachael Cook, Richard Davenport, Bob Dulson, Mark Fessey, Grahame Fisher, Jodie Humphries, Mary Kirby, Peter Knott, Peter O'Hara, Matthew Shaw, Deborah Wharton.

Two other potential members Derek Xu - Phillips and Gillian May have indicated that they do not believe they will be able to make meetings. The chairman welcomed two new members to their first meeting - Mick Jarvis and Cllr. Helen Taylor. It was hoped that in line with NF guidelines other elected councillors might join the group.

Constitution : A draft constitution was circulated and reviewed. It was agreed that the definition of Maidenhead Town should be clarified by listing the 7 unparished wards relating to the Forum. **Action - MMcN**

Whilst a quorum of "minimum two thirds" would apply to the Management Committee, it was agreed that this was unrealistic for the full Forum and the requirement was reduced to "minimum of half". It was agreed that in the event of a vote being required a facility to include voting by proxy should be provided within the constitution. **Action - MMcN**

It was agreed that whilst the definition of Forum referred to all members, the role and function of the Management Committee was less clear. This would be resolved by those responsible for the draft before the next meeting. **Action - RD/MMcN/IR**

There is no reference to Public Meetings in the referendum. Is this necessary - or are they held on an ad hoc basis to communicate with residents. **Action - MMcN**

Appointment of Officers - Secretary and Treasurer : This was deferred until the constitution was adopted at the next meeting, which hopefully would be quorate.

Progress on funding : We had submitted a request to Locality, who handle the administration of Forums nationally. We are entitled to £9000 for room hire, printing, consultancy etc. At this stage we were without funds which is obviously restrictive. A meeting was required with Mark Fessey to establish a substantiated estimate of consultancy costs etc. **Action : RD/MF/MMcN/IR**

Ongoing policy work / Working Groups - The summary of remaining Policy and Evidence Base work was reviewed by IR. Some members volunteered their names against certain policies : Policy 4.2 AW, Policy 4.3 DM, Policy 4.4 MC and AW, Policy 4.5 DM, Policy 4.6 MMcN, Policy 5.1 DM and AW, Policy 5.2 DM and AW, Policy 5.3 RC and MJ, Policy 5.4 DM, MS and AW. It was noted that certain individuals had taken on several policies but it was hoped that this would be the start of larger working groups looking at specific policies.

Suggestions for additional policy areas - In his absence Matthew Shaw had a suggested certain specific areas such as sound and heat insulation. We had been advised by RBWM that these were outside the remit of a NP. This would be discussed further when MS was in attendance. Bob Dulson had started on a Riverside Strategy, and it was agreed that this should be pursued.

Critical Path to adoption of Neighbourhood Plan : From a standing start without adequate members, constitution, funding etc it was envisaged that the earliest realistic date for adoption of the NP was Oct 2020. MMcN agreed to provide a critical path of events and deadlines to achieve that date to be presented at the next meeting. **Action MMcN**

Dates / Timings / Venues for Future Meetings : Following feedback from members, it was clear that an evening meeting was preferable. Weds. was marginally preferred to Thurs. Therefore going forward meeting would be at 7.30pm on the first Weds. of each month - 3rd July, 7th Aug, 4th Sept and 2nd Oct. Because of our lack of funds, Cox Green Community Centre had agreed to provide a room for our July meeting. This would be a different room as our current meeting room was required for a Parish Council meeting. MMcN would research venues for August onwards. **Action MMcN**

The meeting closed at 6,05pm

MMcN

7 / 6 / 19