

**Dartmouth Park Neighbourhood Forum
Minutes of Meeting – November 25th 2023**

Present: Ilona Hay (IH) (chair), Valerie Doulton (VD) (vice-chair), Peter Wickenden (PW), Marie Brunborg (MB), Joanna Van Heningen (JVH), Ben Castell (BC), Nick Bradford (NB), Angela Tebe (AT), Jessica Jacobs (JJ), Emily O'Mara (EO),

Apologies: Catharine Wells, Paul Mitchell, Kathleen Molnar.

	Agenda	Decisions/Actions
1.0	Minutes of last meeting: Approved by all.	
2.0	<p>Committee Membership & roles: PW noted a couple of admin matters: Regarding the DPNF Emails: He queried who is on the committee and who is in each sub group and whether the group emails up to-date and reflect correctly those on each group. This was raised to ensure the relevant members and councillors receive pertinent email communication. It was noted that the committee group email is comprised of 22 names and the planning group 6-7 names. It was agreed that IH/PW would review and update the committee and planning email lists. (both are 'managers' of the lists).</p> <p>It was also noted that the following members make up the planning sub group: Ben, Peter, Ilona, Jo, Marie, Nick, Richard Keys Fabian Watkinson is to come off.</p> <p>Treasurer & communications: It was reported that Kathleen, who is acting treasurer and communications manager, has been very ill and would be out of action for some time (<i>Post meeting note, since the last meeting sadly Kathleen passed away. Members have expressed their sincere condolences.</i>)</p>	Agreed by all

<p>2.1</p>	<p>Treasurer Update: BC reported that a new bank account has been set up however with no direct debit card this is cannot be accessed by him. BC noted he is co-signatory for previous and (reluctantly) for new account. BC agreed to contact Barclays to obtain a new card. BC confirmed that the old bank account is still accessible, and it was agreed to continue using the old account until the new account becomes accessible.</p> <p>BC also noted that the new account is free for one year after which it will cost £8.50 pr month.</p> <p>The old bank account cheque book to be obtained/ transferred from Catherine to enable us to re-issue a cheque which went missing & to pay for outstanding invoices for domain name etc.</p> <p>Treasurer position and accounts to be reviewed at the next meeting. Option of a COOP online account was put forward as a consideration.</p>	<p>BC chase Barclays for Card</p> <p>Cheque book-to be obtained. BC to provide cheque for outstanding invoice. All to consider Treasurer Position.</p>
<p>2.2</p>	<p>Website: It was agreed minutes would be uploaded to the website. JJ noted the website cost £60 pr year, the forum need to raise a min of £60 pr year to cover cost for website.</p> <p>All to review potential future fundraising events. Use Eventbrite to be considered for future fundraising.</p>	<p>JJ to upload</p> <p>All</p>
<p>2.3</p>	<p>Communications: Quarterly Newsletters (ie winter, spring, summer issue) was discussed; Jessica (JJ) agreed to upload to website and circulate via email. Emily agreed to provide graphics. Members to send text to Ilona by Friday 8th December to enable a winter newsletter. It was agreed the text only need to be a very short sentence.</p>	<p>JJ</p> <p>EO</p> <p>All: provide reports on DPNF issues.</p>
<p>3.0</p>	<p>Planning Issues and Reports:</p> <ol style="list-style-type: none"> 1. Arco Walk: BC noted he had not had a response, but would chase. Ben said he wanted to understand if Arco walk is the name of the building or the street. Members firmly expressed that there 	<p>Jo to be reinstated on general DPNF emails. (IH/PW)</p>

	<p>encouraged to think about a response to be discussed in the new year.</p> <p>15. Swains Lane/St Albans Pub: Licencing application to reinstate to pub. BC to propose submission in support of application</p>	<p>thoughts to DPNF email.</p> <p>BC compose note.</p>
4.0	<p>Projects for the Up-and-Coming Year.</p> <ol style="list-style-type: none"> 1. Parliament Hill master plan & Hampstead Heath - Val & Marie, Nick & Ben 2. Highgate Fold – Organise and set up a next step to create a working group with locals and make a forward plan- ongoing- Angela. It was noted that the commercial tenants at ground floor are keen, residents not so keen and have other priorities with regards to the building. Watch this space. 3. Mortimer Terrace – Set up and manage an advisory committee with Dave Lawrence & Heath & heat society to get a management plan together. Register as LNR and have a future mtg with Camden. Obtain designation and Local nature reserve- survey will confirm extent of damage- Forest Schools; linked to Mortimer terrace to be monitored. Jess & Emily 4. Greening – As Kathleen has been ill VD and MB to review the local plan and identify places of opportunity. VD& MB to catch up and progress in the new year. Marie & Val 5. Energy Efficiency & Resilience - Paul & Jo 6. Doynton Triangle – Marie & Peter 7. Winter talks: It was agreed the talks would not be run this winter. 8. Fundraising: IH proposed ‘Architect in your house for a donation’ to be discussed further in the new year. Ben, Jo and Marie expressed interest. 	<p>Angela: HF meeting.</p> <p>Jess/ Emily: MTNR progress.</p> <p>Marie/Val: Greening coord. mtg</p> <p>IH: progress ideas for Architect HSE fundraising.</p> <p>All to review</p>
5.0	<p>Meetings</p> <p>Next committee meeting early February 2024 to enable sub group meetings in January.</p> <p>Exact dates to be agreed</p>	<p>Jan: sub group Meetings.</p> <p>Feb: committee meeting</p>
6.0	<p>AOB</p> <p>Camden Community Film Festival is 10th Dec. All invited.</p>	