

**Minutes of the Acton Gardens Community Board Meeting
24th September 2012
Berrymede Junior School**

Board members - present

Resident Board members

Janet Coker (JC) – Chair & S. Acton resident
 Luke Battle (LB) – Vice Chair & S. Acton resident
 Cathyann Thomas (CT) – S. Acton resident
 Margaret Brown (MB) – S. Acton resident
 Marta Nunes (MN) – S. Acton resident
 Jon Skoyles (JS) – S. Acton resident
 Fathi Messaoudi (FM) – S. Acton resident
 Helen Julien (HJ) S. Acton resident
 Mohamoud Aden (MA) – S. Acton resident

Co-optees

Steve Flynn (SF) – Acton Community Forum
 Rev. Brandy Pearson (Rev BP)
 Lubna Kahn (LK) – Berrymede Junior School

Ward members

Cllr Mik Sabiers (MS)
 Cllr Yvonne Johnson (YJ)
 Cllr John Gallagher (JG)

Acton Gardens

Paul Sweeney (PS) – Countryside
 Jeremy Hutchings (JH) – L&Q

LB Ealing

David Colley (DC) – LB Ealing

Board members - apologies

David McKay (DMK) – S. Acton resident
 Dudi Abdirahman (DA) – S. Acton resident & Tallo
 Representative
 Adam Simpson (AS) – L&Q
 Billie Anne Ohene (BAO) – Berrymede Infants School
 Michael Hill (MH) – Countryside Properties
 SARAG Observer
 Dave Baptiste (DB) – LB Ealing

Attendants – present

Keith Mann (KM) – PEP
 Jehan Weerasinghe (JW) – L&Q
 Birgit Rothmund (BR) – L&Q
 Jenny Mashayekh (JM) – Ealing
 Council, Housing Services
 Evonne Clarke (EC) – L&Q
 Maureen Anderson (MA) – L&Q
 Leon Joseph (LJ) – LB Ealing
 Mark Ludlow (ML) - Countryside

Attendants - apologies

Sean Fitzsimons (SF) – L&Q
 Wendy Sweeney (WS) – Catalyst
 Martin Crank (MC) – LB Ealing Housing
 Mngt
 Janet Payne (JP) – Catalyst
 Matt Freidson (MF) – Acton Community
 Forum
 David Baptiste (DB) – LB Ealing
 Renee Peters Findley – LB Ealing

		Act.
1	Introductions and apologies JW informed the Board members that Rabin Bose was standing down from the Board due to work commitments.	
2	Conduct during meetings JC reminded the Board members to raise their hands during meetings if they wanted to make a comment. Individual issues should be discussed with the appropriate person e.g. the landlords' representative before or after the meeting.	
3	Minutes of the Last Meeting	

3.1	EC pointed out that under 5.2 of the minutes, the year stated was incorrect. This should be corrected to ‘...the original members started their third year in September 2012...’	
3.2	The minutes were approved subject to this correction.	
4	Matters Arising	
4.1	KM explained that the session on the Welfare Reform Act would take place on the 10 th October, 1-3pm, Tallo Information Centre are invited to the session which is scheduled as a presentation. Residents would have the chance to ask specific questions about their individual situation after the presentation.	
4.2	MS explained that four new bins would be installed on the recreation ground which can also be used for dog waste. LB added that residents could be involved in deciding where the bins go.	
4.3	JG highlighted that the proposed date for the Annual General Meeting (AGM) would clash with a set date of the Ward Forum. JW responded that the date for the AGM could be changed.	
5	Community Chest projects	
5.1	JW explained that no applications had been submitted since the last Board meeting, but there had been queries, so there would be likely to be new applications for consideration at the next Board meeting in November.	
5.2	LB asked if the allocation of this years’ budget could be clarified in the Board papers.	BR
5	Community Board Constitution	
5.1	JW explained that some amendments to the Constitution were proposed and ran through the suggestions.	
5.2	JW added that so far there was one vacancy for the AGM in November. The Chair and Vice-Chair would be elected at the Community Board meeting at the end of November.	
5.3	JG highlighted that three Ward Councillors attended as members of the LB Ealing. The two additional members should be amended to Senior Officers. JW enquired if the number should be kept to two and DC confirmed that either he or DB would attend.	
5.4	KM enquired whether the meetings could be open to residents on the estate. Both SF and MS thought that this was a good idea. SF added that confidential items could be discussed at the beginning or the end of the meeting. DC said that third sector organisations may not want their financial issues discussed in public. JC confirmed that the Community Chest could be discussed first, i.e. at 6pm and the public could attend as from 6:30pm.	
5.5	LB mentioned that there should be a set agenda and questions submitted in advance. YJ explained that an open meeting didn’t necessarily mean the	

	<p>public to get involved as there was the risk that the meeting was taken over by side issues. YJ added that the public could attend as observers. JC added that landlord issues should only be discussed before or after the meeting, as these are not issues connected with estate regeneration.</p>	
5.6	<p>KM enquired whether a paper on this was required including conduct, right to speak etc. Terms of Engagement would help managing expectations of attending residents. LB agreed with this suggestion.</p>	
5.7	<p>MB thought that specific questions from members of the public should be submitted in writing and be dealt with before or after the meeting. HJ proposed that these issues could be brought up during AOB. MB felt that this might take up a long time at the end of the meeting. KM said he would be happy to work on a suitable document to be given to members of the public wishing to attend Board meetings and LB offered to help.</p>	KM
5.8	<p>JW informed the board that he was worried as in his experience open meetings could be difficult. DC confirmed that the meetings could be more difficult on occasions but that residents should have the chance to attend in the interests of openness.</p>	
5.9	<p>The Board approved KM's suggestion that he author a paper to be given to members of the public before they attend meetings, subject to the incorporation of issues discussed above.</p>	
5.10	<p>The Board approved the amendments to the Constitution subject to the incorporation of the issues discussed.</p>	
5.11	<p>SF enquired about the process for nominations. JW explained that last year a letter was sent to all homes and residents could nominate themselves subject to signing a disclosure agreement. SF enquired what kind of tenancy breaches would stop a person from becoming a Board member. DC thought that the paper should be amended to state 'serious breaches' of the tenancy agreement. JG added that this should be more specific, i.e. overdue rent or anti-social behaviour. LJ thought this could be anything that causes Court action.</p>	
6	<p>Regeneration update from LB Ealing and Acton Gardens</p>	
6.1	<p>LJ informed the board that almost all empty flats in phase 5 have been re-let temporarily via Registered Provider, Omega. This is a pilot scheme being run by the Council's Temporary Accommodation team to house people who would otherwise be homeless. All double-decants from Caine House are now complete.</p>	
6.2	<p>The Phase 6 Housing Needs Surveys (HNS) will commence shortly, and these will help determine the bed size mix for future Phase phases 2 & 3. For the first time, the surveys will be available to complete online. To encourage people to use the new service online, prizes will be given to the first names drawn from a hat. LJ suggested that the Board may wish to make this draw.</p>	LJ
6.3	<p>YJ asked if elderly could still come to the office for their HNS which was confirmed by LJ. LJ added that home visits will be made where residents cannot come to the office.</p>	

6.4	KM said he felt nervous about the online HNS. A problem in the previous phase was that some residents had chosen 'don't know' when asked if they wanted to stay on the estate or move away. When they later decided to stay on the estate they were at the bottom of the waiting list. KM therefore suggested that any residents who choose 'don't know' should be referred to him. This was agreed by the Board.	
6.5	JG explained that he had received enquires from residents about double-decants and asked if this could be explained to residents in this phase by letter. DC agreed to draft a suitable letter and send to all residents in Phase 5.	DC
6.6	JG also said that he had received enquiries from pensioners on the reduction in Council Tax and other benefits. JH added that pensioners are not now likely to be affected by reductions in housing benefit as a result of the "bedroom tax". KM explained that the majority of people who are under-occupying were pensioners.	
6.7	MA enquired if the same discount of 50% applied for residents when buying a flat with the Council or with Housing Associations. JH explained that the discount for Housing Associations would not be 50%. LB said that there was a difference between the Right to Buy (RTB, applies to Council homes) and the Right to Acquire (RTA, applies to Housing Association homes). EC explained that the Government has increased the "cap" on RTB discounts to £75,000, up from £16,000. £16,000 still applies to housing associations. She offered to provide an update for the next meeting. KM said it needed to be made clear to residents that the recent increase in Right to Buy caps does not transfer over.	EC
6.8	JW gave a brief update and informed the Board that planning permission for the masterplan and detailed planning application for Phase 2 had been secured. JW thanked all the Board members for their support in developing the masterplan for South Acton over the last year. ML added that the signing of the legal agreement was still outstanding, but the Head of Terms had been agreed. The masterplan also needed to go back to the Mayor of London for sign off, but ML confirmed that this was a usual process.	
6.9	JG referred to objectors living in the surrounding areas of South Acton estate who had objected to the application due to the proposal for retail facilities. BR confirmed that she had spoken to the objector and given the information they required.	
6.10	BR invited the Board members to a Planning Permission celebration due to be held on Wednesday, 17 th October 2012 at the Acton Gardens office in Hardy Court.	
7	Housing Services update, Ealing Council	
7.1	JM gave an update as per the papers and highlighted that the contact to report squatting was Paul Murphy, available on 0208 825 8807.	
8	Update from Catalyst	
8.1	MA stated that Catalyst had responded to all the problems that were brought	

	up at the last meeting except the issue of compensation. LB said he felt a letter of apology should be issued. MA responded that a letter had gone out but said Catalyst was happy to resend it.	
8.2	LB enquired about the recycling. MA said that she understood this was now already in place but said that she would make further enquiries in relation to LB's comments about recycling not being available in his block.	MA
8.3	JC asked if the note from residents passed to her at the last Board meeting requesting the establishment of a resident association or forum to regularly meet Catalyst managers had been taken on board. This was confirmed by MA who said that residents would be invited to the organisation's West London Forum.	
9	PEP update	
9.1	KM gave an update and confirmed that the monthly surgery was very busy at the moment. JW explained that the Community Lettings Plan had recently gone out hence the increase in enquiries. DC and LJ confirmed that they also seen an increase in enquiries at the Regeneration Office.	
10	AOB	
10.1	KM asked for the date of the AGM to be changed which was confirmed by JW.	BR
10.2	CT said if now that the pre-allocations for phase 1 were complete if a meeting/get-together could be arranged to meet L&Q and other new neighbours. JW confirmed that this was a good idea.	L&Q
10.3	MN enquired about the Council Tax banding for the new build. EC explained that the Government's Valuation Office will determine Council Tax bandings once the new properties have been completed. Sometimes this would happen after people move in, but EC offered to provide more information.	EC
11	Date and time of next meeting	
11.1	The next meeting will be held on Monday, 26th November 2012 at 6pm at the Berrymede Junior School.	