

St Stephen's Conservation Area (CA) Residents' Association (RA)

Minutes of Steering Group (SG) meeting 21.9.24

Present: Josephine de Souza (Chair), Jane Joseph (Vice-Chair), Jennie Sibley (Secretary), Jo Smith (joint Treasurer and joint social secretary), Tessa Archbold (joint Treasurer and joint social secretary), Chris Hearn (planning brief), Kristin Dean (Neighbourhood Watch), Jas Kuma (Neighbourhood Watch).

1.Apologies: Cheryl Young, Rajan Mendis.

Not attending without apologies Sharan Puri

2.Minutes of SG meeting 18.7.24 were agreed as a true record.

3.Matters Arising

Small amendment to the proposed revision of the constitution of the RA discussed and agreed by SG

There is a small anomaly in the proposed revision of the constitution. It states the SG should be a maximum of 18 people but also says if more than 20 people come forward there should be an election, leaving the position unclear if 19 people come forward.

Proposed that it should read that the SG should have a maximum of 20 people, to include the Neighbourhood Watch Officer(s)

Action: Chris Hearn to make the proposed amendment then the revised constitution will be ready to put forward for decision and approval at the AGM in 2025.

4.Treasurers Report

We have spent £116.73 plus an amount to be claimed by Kristin for balloons for the Open Gardens event. The balance remaining in the account to date is £1170.74.

Bids for new community funds for 2025/6 to be put in early in 2025.

Action: Jo and Tessa

5.Open Gardens Event

The event was a massive success. 36 people were registered as attending so with family members of people who opened their gardens there were probably about 50 people involved. The event was about the right size. The weather was good, people met neighbours they had not met before or seen at previous RA events. Some new neighbours were there. Some people who are not resident in the CA area visited our gardens. The Open City/House link was useful in promoting the CA.

Kristin was thanked for bringing a new activity to the RA, for all the work she put into planning the event, for hosting the social gathering for people who had opened their gardens and volunteers who had helped.

People who had opened their gardens and volunteers were thanked by the Chair at the social gathering.

Action: The SG could consider doing this type of event next year.

6.Festive Lights Event

Agreed that cost and logistics of putting lights on trees was too difficult to do.

Suggested ideas: involve neighbours in the street in putting lights on their houses or other lighting activities. Children to be involved. Maybe have food/other stalls. Venue could be St Stephens' Hall, Argyle Road, Parkside Road or The Avenue. Agreed St Stephens Road is too long for an event and is the main traffic thoroughfare.

Action: Kristin to find about costs and activities of the lights festival being put on by the PTA at her sons' school.

Jo and Tessa to get a subcommittee together to arrange and to get help with the event including people who are not on the SG.

7.Planning issues

The CA status at risk

Meeting with Sean Doran and colleagues from the Planning Department was arranged for 31.10.24 (now re-arranged to 28.10.24) to discuss the RA's request for our CA to be put on the English Heritage's at-risk register.

The Planning Department seems overwhelmed and understaffed so the RA will need to support the Planning Department in putting any application together or getting an Article 4 agreement for the CA.

Action: The Chair, Chris Hearn, Sunita Ambasna, Kristin Dean and Jennie Sibley to attend the meeting with Sean Doran. Tessa Archbold said she could come if needed.

The RA will prioritise putting what might be a considerable amount of detail together for the application for the at-risk status of the CA.

As there may be a walk around the ward as part of the meeting with Sean Doran and colleagues the SG decided to postpone the Ward Walk proposed by Councillors until 2025.

Action: Jennie to inform Councillors.

Other planning issues were discussed including that the RA had not been informed of any planning permission applications recently.

Action: Chris Hearn agreed to look to if see there are any and inform the Chair

Action: Re broken front wall of a house **the Chair and Jennie** agreed to approach a resident to see if there are any ways the RA could offer support.

8.Lower Traffic Neighbourhood

Rajan was not at the meeting. This item could not be taken forward.

Controlled Parking Zone Parkside Road

Members of the SG who live in Parkside Road know there has not been enough support for Controlled Parking Zone in the CA as a whole. The residents of the part of Parkside Road between St. Stephens Road and the railway are unanimous that they want a CPZ in their part of the street. They do not have any off-street parking and cars are regularly abandoned in that part of the road for long periods of time.

This has already been raised with Councillors but no response has been forthcoming so far.

Possibly raise it at the AGM

Action: Jas, Jo and Tessa are taking this up with the Council.

Jennie will ask Councillors what progress has been made on having a specific CPZ for that part of Parkside Road.

9.Neighbourhood Watch

Joint meeting with Safer Neighbourhood Teams

Jennie had been to the Hounslow Area Forum where the head of the Council's Community Safety team - Farzana Wangde – gave a talk about the work of her team. Cabinet agreed to double the size of the Community Safety Team. One part deals with violence and abuse, the other part takes up community safety issues.

Farzana Wangde told Jennie that the person who works in the Hounslow area is Donna Weir. She offered an area meeting with Donna to talk about community safety issues in the CA, particularly to look at the issues that are making people fearful, and to engage residents in discussion of ideas and options to improve safety on a more lasting basis.

She said it is best to report issues to the Police website as the local authority does not have a system for recording incidents. If people do not want to do this they

should contact Crime Stoppers. The Police Safer Neighbourhood Team and the Local Authority Team meet on a regular basis to co-ordinate information and their work.

Other people present raised similar issues happening in their areas on drug dealing, theft and antisocial behaviour.

Residents feeling unsafe

Despite there being a camera at the Tesco's end of St Stephens Road issues are still arising. It was reiterated that we have to continually try to get the message across to residents that even with a camera it is important to report issues as allocation of resources depends upon the data collected and data is not necessarily collected even with a camera in place unless an incident is reported so it can be found on CCTV.

The meeting mentioned by Farzana Wengde should be fixed up with Donna Weir and a meeting between the Council and Police Safer Neighbourhood Teams arranged with the RA to establish a long-term workable plan to increase the safety of RA residents.

Action: Awaiting contact from Donna Weir (currently on holiday).

10.Re-establishment of litter bins in the CA

Councillor Chaudhary raised this at one of our meetings with our Councillors. She has had several requests from residents for litter bins to be put back in the CA. However there have been issues when there are litter bins. These are: rubbish overflows from them, people dump household waste beside them and they can be used to hide weapons/other things. She wanted to know from the RA what our thoughts on this were.

It was noted that the alleyway from Argyle Road to the station has been mainly clear of rubbish since the hedges have been trimmed and camera installed. (This camera has since been removed to another part of the Borough.)

There were other spots in the CA where it would be useful to trial a bin as well as having some dog poo bins as people leave those on the fence by the railway.

Action: Jennie to inform Councillors of our discussion.

- (i) Bin not required at present in the alleyway from Argyle Road to the station
- (ii) Suggest the greatest need for a litter bin is in the part of Parkside Road near the Hanworth Road as it is always dirty when litter picks are done.
- (iii) Request smaller dog poo bag bins at the top of the alleyway at the station end, on the railway fence outside Kingdom Hall and on the corner of Aryle Road and The Avenue.

11.Contact with church since its closure

Both the Chair and Jane have written to the new priest in charge of St. Stephens Church since it has closed - Reverend Johnathan Rust - about RA involvement in the new committee. They do not want RA involvement in the new Committee. Until the new committee is formed we can feed any concerns to the Parish Council via Rev Rust.

Regarding repair of the church fence estimates have been obtained but nothing is happening until the new committee is operating.

Action: The chair and Jane will follow up to find out if there has/is due to be a meeting of the PCC to enquire about conservation status of the Church, repair of the fence, and trees growing over the fence.

12.Any Other Business

(i)Simon Bishop is very ill in intensive care and not expected to recover. The SG unanimously agreed that in view of all Simon and Sandra have done in the RA in the past it was appropriate to acknowledge their contribution and purchase a suitable gift to support Sandra.

Action: The Chair to purchase a card and some good quality frozen meals to the value of £30 - £50.

(ii)Amazon Prime subscription

Action: The Chair to cancel subscription to Amazon Prime

(iii)Public Liability Insurance: Rajan has renewed the RA's Insurance.

Action: Rajan to send receipt to Jo.

(iv)Abandoned(?) cars parked on Parkside Road for very long periods without being moved

A repossessed car on Parkside Road has not been moved yet. The tax runs out on 1.11.24. There are 2 other cars where the MOT runs out soon. People leave cars in Parkside for weeks and months but Hounslow Council does not remove them.

Action: Jas will keep reporting these incidents.

(v)Points for AGM meeting

Screen and photos need to be available for AGM.

Point made that we need more neighbours to help with tasks the RA needs to do. This could be people able to join the Steering Group and people who are willing to

sign up for particular (a) task(s). SG could use personal approach in motivating people and encourage them to help in RA activities.

Action: Jennie to include on AGM meeting agenda.

(vi)Next meeting with councillors

Given the amount of RA work the SG is involved in at present, that Christmas activities will soon be upon us and residents and there will be an AGM for residents to attend in the new year it was agreed that the next meeting of residents and our councillors should be held in February or March next year.

Action: Jennie to inform Councillors

13.Date of next meeting

24.10.24 7pm AGM planning meeting at Jo's house

Steering Group meeting Tuesday 26.11.24 7pm in the Church Hall, confirmed booking.

Action: All