

ST STEPHEN'S RESIDENTS ASSOCIATION STEERING GROUP

MINUTES OF MEETING HELD 21 March at 19:30

Attendees: Moira Newlan (Chair), Sunita Ambasna (Vice Chair), Winston Gordon, Maria Walbyoff

Apologies: Prab Mehta, Hugh Finn, Mike Packford, Al Mcleod, Raymond Ramsden, Chris Hern, Cheryl Young

1. Welcome and Apologies

Moira welcomed everyone to the meeting and noted the high number of apologies as recorded above.

2. Agreement on previous minutes

The minutes of this meeting held 11 January 2016 were agreed as an accurate record. All action points from this meeting were completed except for the last action point relating to the garden of 63 St Stephens Road. It was unclear whether Mike Packford had written to the owners of the garden.

During discussion about the neglected and overgrown state of the garden at 63, Winston informed the meeting that he planned to speak to the owner. The meeting requested that any conversation with either the owner of the garden at 63 or 3 St Stephens Road should focus on restoring the garden/s as integral to the respective properties.

Action: *Mike Packford to provide update on letter.*

3. Social Events – Garden Competition

Quiz Night - Moira thanked Winston and his family, especially his daughters, for organising the recently held successful Quiz Night. About 30 people attended and approximately £200 was raised.

Front Garden Competition – Moira informed the meeting that she hoped a volunteer would take over from Ken Newlan who had organised the Residents Association's first garden competition last year. It was noted the positive impact the competition had had on some front gardens with residents making an effort to tidy up and plant flowers and shrubs.

Action: *All to encourage volunteers for the competition.*

4. Treasurer's Update

Update deferred to next meeting.

5. Planning and Highways

The meeting noted and thanked Moira for organising and providing an opportunity for residents to view and comment on the Civic Centre relocation to Bath Rd car park (by Yates) and the proposed new housing development on the current site which will deliver 900 dwellings. Moira submitted the views collated to the council.

Mike circulated via email, a list of the issues that he is pursuing with the council planning and enforcement officers.

20 St Stephens Rd – Mike has raised the removal of front boundary wall without planning permission. There is no dropped kerb and the owner is driving across the footpath to park his car in the front garden. Concerns are about the loss of front garden to parking, the loss of the boundary wall, safety of pedestrians. Mike was expecting a site visit from council officers.

59 St Stephens Rd – Maria and Sunita noted that following recent (approved) development activity, the owners had removed 2 large shrubs/small trees. An earlier enforcement requirement was that the owners plant 3 trees to replace the 3 mature trees that they had felled without planning permission. The owners planted instead 3 shrubs which although not ideal provided valuable soft landscaping to the street scene. It was agreed that the RA would raise this with the council.

Action: Moira to raise with council. All encouraged to complain as well.

82 St Stephens Rd – Mike has informed the council of the removal of 2 chimney stacks at this property. Mike is awaiting a response from the council.

Tesco car park barriers – as this is an ongoing problem, Mike has contacted the council again and is awaiting response.

Nelson Gardens slip road – Ongoing, Hounslow and Richmond councils have sought TfL views on making this slip road safe for all users. A suggestion is to narrow the entrance at the St Stephens Rd end and make the road one way. Mike to update all as and when he has more information.

Whitton Road improvements, pedestrian crossing – the improvements works are progressing well despite some minor delays. Completion of the works, including the crossing, is expected after Easter.

Dog fouling at The Lane/Alleyway – the meeting thanked Al and Winston for their ongoing efforts in putting pressure on the council and police to make sure that this alleyway is safe and clean for users. The signs, litter bin and cleaning up the dog mess unfortunately had not deterred a few inconsiderate dog owners who clearly feel that it not their responsibility to clear up their dog's mess. Winston would preserve with relevant officers to ensure that the CCTV was working and if required, evidence could be taken from it.

Action: Winston to follow up the CCTV issues.

6. Website Launch – progress update

The meeting noted that the website was now functioning and all were encouraged to make use of it and suggest items and links to help improve content. It was confirmed that the following steering group members had editing rights: Moira, Prab, Sunita and Winston. Hugh would retain editing rights too.

How to ensure that the website could be an interactive engagement vehicle with residents and others was discussed. It was agreed that Moira would speak to James about whether he is able to provide the technical support to enable the website to have interactive features, for example discussion forum.

1. The following page heading were agreed:
2. About Us
3. History of the Area
4. News
5. Events
6. Neighbourhood Watch and Community Safety
7. Documents and Helpful Information
8. Forum
- 9 Contact Us
10. Join our mailing list

It was noted that the headings and content was still work in progress and subject to change.

Sunita sought agreement to amend some content so it better reflected the work of the residents association in the conservation area.

**Action: a) Moira to talk to James about make the site interactive
b) Sunita to make heading and content changes as agreed.**

7. Information Campaign – content, leaflets, landlord involvement

Picking up the discussion at the January meeting – how best to encourage residents and landlords to protect and enhance the conservation area, it was agreed to produce a Newsletter to focus on these issues with the aim of publishing in April:

- Considerate Parking
- Boundary Walls
- Front Gardens

**Action: a) Moira to prepare first draft
b) Moira to request council to provide copies of its “Save it Don’t Pave it” leaflet.**

8. Neighbourhood Watch Update

Winston stated that in addition to the ongoing issues reported at the last meeting, he was waiting for the next Safer Neighbourhood Team meeting which will take place on 23 March to provide an update. However he shared recent incidents which highlighted the importance of residents and their contractors to be careful about leaving materials unattended even for a few seconds!

Three incidents were reported where some (young) people had taken windows left in front garden and smashed and dumped them on the middle of St Stephens Rd.

In another incident residents in a property, had left kitchen utensils including knives in a box in the front garden (assumed for disposal). These could easily be seen and taken by anyone. The risk of someone with malicious intent could have taken the knives and may have used them to harm others. Winston notified the police who removed the knives and it is understood were to speak to the residents concerned to explain the danger of their action and inform them safer ways to dispose on unwanted knives.

9. AGM planning, roles and responsibilities

It was agreed the annual general meeting would take place on Thursday 2 June 2016. Action: Moira to liaise with Sandra Bishop about advice on planning and preparation for the AGM.

10 AOB

Winston notified the meeting that he was involved in the South West Trains Partnership which was about encouraging improvements to local areas through for example, planting flowers and greenery. He would keep the Steering Group informed of any opportunities to either take part or influence the Partnership.

Maria mentioned the 'Verdun Oak' Project Campaign whose aim is to identify and protect these trees. The Verdun oaks are special as they were planted as memorials to soldiers who fought in the first world war. Packs of seeds are being offered to communities to replace lost oaks.

Action: Maria to forward details to Moira

11 Date of next Steering Group meeting

9 May 2016 at 19:30

Minutes taken by Sunita Ambasna