

Marlowe Road Steering Group Meeting

Date: Thursday 15th December 2016

Time: 6.30 - 8.00pm

Venue: 168 Marlowe Rd E17 – Project Shop

AGENDA

- | | |
|--|-----------------------------------|
| 1. Introductions | Jan Gill |
| 2. Minutes of the last meeting and matters arising | Jan Gill |
| 3. Programme update | Jan Gill/Meera Kumar/ Ross Jenyon |
| 4. Celebration | All |

ATTENDEES

Present:

Chair:	Jan Gill (JG)	LBWF, Estate Regeneration Programme Manager
Minute Taker:	Bea Symington (BS)	LBWF, Regeneration Officer
Residents:	Lesley Pearce (LP) Steve Brett (SB) Saeeda Aktar (SA) Rita Buttifant (RB)	Keith Heavan (KH) Michelle Edwards (ME) Tracey Kemp (TK)
Officers:	Meera Kumar (MK) Jacqueline Franklin (JF)	LBWF, Senior Regeneration Officer LBWF, Regeneration Officer
Countryside Properties:	Ross Jenyon (RJ) Tracy Chandler (TC) Nickolas Clarke (NC) Adam Clarke (AC)	Senior Construction Manager Community Development Manager Senior Development Manager (Development) Design and Build Manager

Apologies:

Nick Powell	LBWF, Head of Strategic Housing and Investment
Kenneth Gill	LBWF, Neighbourhoods Officer
Tarie Chakare	LBWF, Decant Officer
Simon Jones	Antoinette Foster
Hilary Blackburn	Norman McKenzie
H Dundar	Sandie Gasper
Roger Carter	Fred Savill
Sheena Gilling	Joanna Richardson



Agenda Item		Action
1.	<p>JG opened the meeting welcoming the group. All attendees introduced themselves and their roles on the project. JG outlined that the departmental restructure within Strategic Housing has resulted in BS joining the team, replacing JF as the lead for community and resident engagement. JF is moving to become the lead for decanting on the scheme.</p>	
2.	<p>JG outlined that the meeting would follow a reduced agenda followed by celebration. JG went through the minutes of the last Steering Group meeting held on the 22nd September. Page 1 – No matters arising Page 2 – No matters arising Page 3 – no matters arising Page 4 – No matters arising Page 5 – No matters arising ME stated that she didn't agree that the minutes were accurate. She gave JG a document which she referred to as exhibit 8 which outlined elements where she disagreed with the previous minutes. ME said that she had raised grave concern over the issue of car parking and that she did not feel that the Council had adequately liaised with residents. ME also raised that her concern that the council was putting pressure on estate residents to move to Housing Association properties was not minuted. ME raised an issue with point 7 of the previous minutes. Stating that it was not an accurate recording of the point she made. ME stated her issue with point 8 of the previous minutes concerning a letter related to the decant process and disability panel, including the submission of exhibit B to JG. ME gave JG a pack containing her matters of contention with the previous minutes. JG told ME that she and/or the team will review the pack and respond to ME.</p>	<p>JG/team to respond to ME concerning the pack of queries raised.</p>
3.	<p>RJ gave the group an update on Countryside's activities on site. He told the group that Countryside are almost starting on site and have set up their compound. Countryside should be on site in late January with an intended start date of late January. JG asked the group if they had any questions concerning the programme update. ME asked if the project team have finished the enabling works. AC answered that they have finished the enabling works and that the Council's workers have started on the temporary playground. LP asked if there will be re-provision of lighting in the carpark and the alleyway between the nursery and Northwood Tower. ME asked if it was a council responsibility to provide lighting. MK answered that it is a council responsibility to provide lighting in this area and that she will report the issue to the Highways Department. AC stated that Countryside's hoarding surrounding the carparks will be</p>	<p>MK to report lighting issue to Highways Department</p>

<p>equipped with lighting which should also improve the issue. MK told the group that the Council will be closing the carparks on the 10th of January. Following sequential closing of the carparks the major closing of the carparks will take place on the 23rd of January. MK told the group that the Council will be issuing a letter to residents outlining this programme which follows the letter to residents informing them that the carparks would be closing in early January. ME stated that she had not received this letter. BS told the group that letters were sent to all residents on the estate. SA told the group that she had received the letter. TK told the group she had also received the letter. MK said she will check the date when the Caretaker delivered the letters and revert back to the group. ME asked if there was a contingency plan for car parking for businesses, as currently only the Post Office has been re-provided for. MK answered that there is car parking opposite available. The Post Office will be gaining permits but have not received them yet. LP asked when the co-op will be closing. AC answered that the co-op will be closing in the new year and their new premises will be opening the day after, resulting in no lapse of provision. LP asked if the Co-op will still have back access for loading. MK answered that they would. LP asked whether Northwood Tower would retain a drop off provision. RJ answered that they were aiming that it would. LP asked if Northwood Tower residents would be provided with paid visitors permits. MK said that there would need to be a discussion between Countryside and the Council regarding this and they would report back to the group. ME asked why residents would have to now pay when they have not had to pay before. MK said that this issue will be discussed between the Council and Countryside. JG suggested that a leaflet covering alternative provision in the area could be created for residents. AC said that this information can be found online. ME told the group that the pet shop owners has to commute and carry livestock. ME asked why there has been no liaison with the pet shop. AC said that he had spoken with the pet shop previously. MK said that she would speak to the pet shop on Monday. JF confirmed that the council had previously consulted with Northwood Tower secure Council tenants and all businesses on Wood Street and had provided detailed information on the CPZ boundaries and how to obtain residential and business permits, where applicable. AC told the group that the loading zones in front of the development will have enough space for businesses. JG told the group that the council had conducted a car park usage survey with all 99 Northwood Tower residents and there had been 29 regular users identified. ME asked whether it would just be Northwood Tower parking in the zone.</p>	<p>MK to check the letter delivery with the caretakers and inform the group.</p> <p>Council and Countryside to discuss paid parking permits and return to the group.</p> <p>MK to meet with the owner of the pet shop to discuss car parking.</p>
--	---

<p>MK answered no that it was the CPZ. ME told the group that there was already double parking on the estate. SA agreed and said that residents also had more than one car. SB and TK reported car parking issues on the estate including people from Sherwood street and commuters parking on the estate. TK stated that there are issues of double parking and parking around the garages. LP also reported difficulties with parking. ME raised the closure of Wood Street Library and that many residents were unaware that this was happening. ME read six questions surrounding the issue of local libraries. ME gave JG the written version of the six questions. JG told ME that she would pass the questions on to the libraries team.</p> <p>BS told the group the dates for the next four Steering Group meetings in 2017 and that all meetings will be held between 6.30pm and 8.00pm. Meeting 1 on the 26th January, Meeting 2 on 9th March, Meeting 3 on 20th April and Meeting 4 on 1st June. LP asked where the information on car parking is. MK said that a letter would be sent to connected businesses and the Steering Group. ME told the group that she has raised this issue previously in point 3 of the previous programme update. TC informed the group that the advert for the Resident Liaison Officer for the estate had gone out to residents via the newsletter and that Countryside hoped to recruit an estate resident for the role. TC said that the hours for the role will be 10-2pm Monday to Friday and will be located in the site office. LP asked if there will be an out-of-hours provision. TC answered that there will be an out of hours phone number. ME said that in the previous meeting it was said that Countryside would be providing regular updates and a newsletter to the community and asked what these updates would be. TC answered that Countryside would be providing regular updates. NC said that that the Council and Countryside would be providing joint newsletters to the community after the 23rd of January. ME told the group that within the last meeting minutes it was noted that the council would be providing a notice outside the former Cat Rescue shop prevent ASB and the dumping of clothes. ME reported that the issue was still going on resulting in the caretakers having to pick them up. JG said that the Council will deal with the issue and look at putting up a notice. ME said in the previous minutes there was an action for MK to report ASB issued to the neighbourhoods team. ME asked if this has been done. MK answered that she had spoken to the Housing Management and they had reported that they would be undertaking more inspections. MK asked the group if the issues had been resolved. ME answered that they had not. SA told the group that she had rung Kenneth Gill from the Neighbourhoods team last Friday concerning ASB and that he had not got back to her. SA asked is the Neighbourhoods Officers were still doing home visits.</p>	<p>JG/BS to pass ME's questions to the Libraries Team.</p> <p>JG/BS to look into a notice outside the former Cat Rescue shop.</p> <p>JF to send Kenneth Gill ASB issues.</p>
---	--

	<p>JF answered that they were. JF told SA that she would take the details of the ASB and email them to Kenneth Gill KE entered the meeting. JG asked if KE wished to raise any concerns. KE raised the issue of Northwood Tower car parking. JG answered that the Council were looking into the issue and would return to the group concerning it. JG asked if there were any further issues. No further issues were raised by the group and JG closed the meeting thanking everyone for their time.</p>	
--	--	--