

Minutes of a meeting of the **Queen's Park Temporary Community Council** held on **Wednesday 14<sup>th</sup> May 2014 at 6.30pm** at **Office 1, Beethoven Centre, Third Avenue, London W10 4JL**

**PRESENT** Cllrs. Gill FitzHugh, Joe Gordon, Julius Hogben (6.25pm), Susanna Rustin, Angela Singhate (Chairman) and Emma Sweeney.

Also in attendance Linda Butcher – Locum Director  
3 members of the public (one of whom will be a Councillor after 22<sup>nd</sup> May 2014)

### **APOLOGIES FOR ABSENCE**

Cllr Kimberley Durrance  
Cllr Joseph Fernandez

Katie Cowan (returned unopposed, effective from 22<sup>nd</sup> May)

### **MINUTES**

Minutes of the Temporary Community Council – 16<sup>th</sup> April 2014

**C.018** **RESOLVED** that the minutes of the Temporary Community Council Meeting of the 16<sup>th</sup> April 2014 be taken as read, confirmed as a correct record and signed by the Chairman.

#### Matters Outstanding

C.016 re. Members' Allowances The Locum Director advised that she had received information from Westminster City Council advising that the Chairman of the Independent Panel had questioned whether or not the Queen's Park Community Council actually wishes to pay these allowances or whether the Council is seeking information as a point of principle.

The Director was instructed to pursue this matter to ascertain the likely level in order for the Council to make an informed decision. The priority is to ensure that finance does not preclude elected councillors from attending meetings and taking part in the democratic process.

Update on committee meetings – it was noted that there had been no committee meetings since the last Council meeting.

### **DISCLOSURE OF INTERESTS**

To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under Queen's Park Community Council's Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

There were no interests to be declared by Members.

## **PUBLIC PARTICIPATION**

To receive any questions, or brief representations, from members of the public in accordance with Standing Order No.3 e, f, g and h.

There were no questions from members of the public.

**REVISED CALENDAR OF MEETINGS and EVENTS** – sent to all Councillors

The Director explained that having sent out the revised calendar she realised she would not be available for the Council meeting in September so it was AGREED to amend this date to the 3<sup>rd</sup> September, following the Planning meeting.

The Director also pointed out that there is a Planning meeting scheduled for 5<sup>th</sup> November and she was unsure whether or not this would be appropriate. It was AGREED to have this meeting prior to the Council meeting on 12<sup>th</sup> November.

- C.019** All other dates were confirmed and it was **RESOLVED** to adopt this calendar of meetings acknowledging that if there are no planning applications then Planning meetings would be cancelled and it is acceptable to hold additional meetings at any time with the appropriate timescale.

A adopted list of meeting dates is attached to these minutes.

## **REGISTER OF MEMBERS' INTERESTS**

Register of Members' Interests form

- C.020** The Director had previously sent to all Members the revised form including the Queen's Park Community Council title which was adopted.

## **FINANCIAL MATTERS UPDATE**

C.009 re. bank account. The Locum Director advised that all personal forms had been received and the pack has been presented to the bank for processing.

The Locum Director advised that NALC has forwarded to the Paddington Development Trust the grant of £24,900 for the Locum Clerk and PDT Coordination between April and September 2014 as per the Service Level Agreement with PDT.

- C.021** **RESOLVED** to formally endorse the Service Level Agreement and acknowledge that PDT will manage this grant on behalf of the Queen's Park Community Council.

## **REGISTRATION OF COMMUNITY ASSETS**

Details sent to the Chairman had been submitted to all Councillors and it was AGREED to put this item on the agenda for the Planning meeting scheduled for 2<sup>nd</sup> July when the matter can be thoroughly discussed.

## **POLICY DOCUMENTS FOR CONSIDERATION**

### Press/Media

The Locum Director had submitted a draft for consideration.

**C.022**      **RESOLVED** to adopt the draft as presented.

### Right to Speak at Council meetings

The Locum Director had submitted a draft for consideration. She explained that this is just the wording suggested but it is usual for it to be designed in such a way to make it a 'user-friendly' guide for the public. It would be available on the Council's website and on the seats on the hall when a meeting takes place.

**C.023**      **RESOLVED** to adopt the wording and transform it into a leaflet.

### Complaints Policy and Procedure

The Locum Director had submitted a draft for consideration and suggested that it is better to have this policy in place before there is a complaint.

**C.024**      **RESOLVED** to adopt the Complaints Policy and Procedure as presented.

## **TRAINING and TEAM BUILDING**

The Locum Director had submitted a report which included an invitation from the Community Protection Officer for Harrow Road and Queen's Park Wards offering to come to one of the Team Building evenings.

Following discussion it was felt that there was no need to have two Team Buildings meetings in June so there would now be just one, on the 11<sup>th</sup> June with the 18<sup>th</sup> June being cancelled.

**C.025**      Following further discussion it was **RESOLVED** to invite Klaudija Green to the Full Council meeting scheduled for 9<sup>th</sup> July and the Locum Director was asked to issue the invitation.

The meeting closed at 7.20pm