



Waterlow Park Trust

Advisory Group meeting 19th September 2017 2.0 pm Lux Offices

Present: Ben Cook (BC) (Lux), Gabi Howard (GH) (Camden LA), Katherine Ives (KI) (Lauderdale House), Ceridwen Roberts (CR) (Friends of Waterlow Park), Richard Shipman (RS) (Friends of Waterlow Park), Sue Tatum (ST) (Chair), Catharine Wells (CW) (Dartmouth Park Neighbourhood Forum) (Acting Minuting Secretary)

On Skype: Ian Henghes (IH)

Apologies: Pippa Rothenberg (PR) (Highgate Society), Eileen Willmott (EW) (Dartmouth Park Conservation Area)

Item	Action
1.1 Secretary. In the absence of a permanent TAG Secretary the Chair suggested that this role could rotate.	CW agreed to be first rotating meeting secretary taking the minutes for this meeting
1.2 Chair welcomed all present and noted apologies above	
2.1 Minutes of meeting 14/06/17 tabled & discussed. AW query re 2 different documents. IH will reconcile. IH stressed importance of amending docs shared on Google drive; In many cases documents to be set for comment only where the Chair, or document owner, is to incorporate changes. GH will provide updated Camden financial info when available.	IH: to reconcile 2 docs; GH: to feed in more financial info re global contract; ST: to create temp working doc if needed. ALL: to access master docs for editing on Google Drive
2.2 Actions arising from minutes of last meeting: Re horticultural volunteers: CR noted Patricia Walby FOWP has stood down and has been replaced by April requiring a meeting with GH & or Victoria W. Re FOWP minutes: RS put the latest minutes on the FOWP website. Marcia to circulate to TAG cttee in future. Re update breakfast meeting with all Park stakeholders LH, FOWP, LUX, L B Camden, to be arranged by KI.	CR & April FOWP to liaise with GH & Victoria W of LB Camden re a meeting; CR to ensure Marcia sends info to TAG; KI to organise B/meet with all WP groups and Nicky Ezer of LBC events to

<p>Re Park Maps at gate entrances: BC reported that Lux is now shown on the maps. Re Signage Group: PR, CW, KI to discuss ahead of next TAG meeting.</p> <p>Re Trees policy working party IH, EW, Robin (FOWP) & Shiv: IH noted that aspirational policy doc with map is on google drive and he will contact Tree dpt Ricardo re 2018 species planting plan and locations so TAG can review at December meeting.</p>	<p>provide info for same.</p> <p>PR to report on signage for WP.</p> <p>IH to contact Ricardo re tree species/planting plans.</p>
<p>2.3 Chair's action to approve previous minutes</p>	
<p>3. Final minutes strategy meeting 16/05/117: agreed that AW additions be included by IH into original</p>	<p>IH to add revisions for final version.</p>
<p>4.1 Financial update: GH emphasised problems separating costings. CR asked re business rates for 2016-2017 & CW asked re cost of depot staff & services. GH to check both</p>	<p>GH to provide further financial updates as available</p>
<p>4.2 CR requested info about a possible taper on LBC funding and funding shortfall. CW noted contractual requirement from English Heritage & RS noted maintenance fixed for 3 years. GH says no further info at present but TAG to keep asking.</p>	<p>Further detailed discussion deferred. Agenda item for every meeting.</p>
<p>4.3 Clarification re benefit to park of filming, events & parties: noted by TAG that LBC as trustee of charitable trust has duty to get the best funding for WP and to provide evidence as required.</p> <p>RS noted that it is a Trust duty to keep WP viable. GB said the Events Dpt have a borough wide income target. Concerns were raised about any adverse impact of events and filming on the fabric of WP and the 'right to quiet enjoyment' by local residents & users. TAG suggested that a slice of profit from major film or non community events should go directly to WP budget. Also reasonable notice of all such events should be provided to TAG, FOWP, stakeholders and park staff</p>	<p>GH to feed back to Nicky Ezer and others re the financial contribution to be made to WP per se.</p> <p>GH to provide TAG (at the next meeting) with a response from Nicky Ezer about ways of improving notice, security, management and clean up arrangements.</p>
<p>4.4 see 4.3 above. Re one off donation to FOWP for the use of WP related to the 10 days of filming in the Cemetery. Should we consider asking cemetery for contribution towards signage to benefit both parties?</p> <p>RS thinks all income generated by/in WP should go to WP trust as book entry and also asked about tennis court income. IH suggested LBC Events run an annual report on WP generated income.</p>	<p>CR as chair FOWP to follow up.with cemetery.</p> <p>GH to ask Nicky Ezer if TAG can have an overall report</p>

4.5.see 4.1-4.4 above further discussion deferred, awaiting information as requested above	
5. Agenda item deferred as PR absent	
6.1 BBQ: detailed discussion of issues esp size of groups, park staff morale, fire & safety risk, clearer instructions, smoke, smells, refuse, vermin and damage to park fabric. GH to feedback end year report on BBQ's to TAG/FOWP. A working group of CR, ST & IH to convene with remit to cover all aspects inc possible zoning and report back at Dec meeting.	GH to provide info from evaluation report when available. W Party of CR, ST, IH to report at TAG Dec meeting
6.2 see 6.1 above and action.	
7.1 Communications protocol for security & incident reporting. IH noted original doc prepared way back by FOWP; doc reviewed & adopted by TAG for sign off by Camden. GH will review protocol so it can be formally signed off . 7. 2 BC reported break in at LUX rear in August when rock thrown at alarm and CCTV. Damage and stolen equipment covered by insurance and CCTV now fixed	GH review protocol for formal sign off
8 Code of Conduct: IH drafted version based on FOHC template for all to read on Google Drive. Chair (ST) will accept suggestions/amendments from all to go in second temp doc ahead of final version	ALL to provide edits by email to Chair before final version to be agreed. (Google Docs version at http://j.mp/2yrLF9h)
9 A.O.B. Re FOWP: CR reported the following: - committee support for a grant supported drinking-water fountain based on precedent in nearby Whittington Park is being explored. - the Kitchen Garden Community plots have been poorly maintained and new 'owners' are being explored. - FOWP are sponsoring a book of commemorative benches - Reported that a commemorative bench for W Heath Robinson & is being celebrated with a photo call with family - Reported - the recent death of Maurice Meltzak, cemetery beekeeper and responsible for park bird boxes and wildlife initiatives. CW offered funding for bee friendly shrubs in his memory Re LUX: update re PUNL/solar at Dec meeting; proposal for joint venture with LH and Central St Martin (Byram Shaw site) for sculptural trail/cultural event in WP inc film and displays set for 27/28 Jan 18 welcomed by	CR will follow up with Camden re possible Bird Hide

<p>TAG. Ben gave TAG a tour of the excellent improvements to the rear area of Lux Ed Centre premises including a new pond.</p> <p>CR queried the need for double glazing at the Swains Lane Lodge House.</p>	<p>GH to keep watching brief.</p>
<p>Date next meeting TBC</p>	<p>19th December 2017</p>