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| FORMAL BUSINESS | | |
| **1.0** | **Introductions were made, and apologies noted as above** | |
| **2.0** | **Welcome to newcomers, and recap on progress to date** | |
| 2.1 | For the benefit of newcomers, RT provided a brief outline of the process of adopting a Neighbourhood Plan, and the Working Group’s progress towards a Neighbourhood Plan for Finsbury Park. It was noted that we now have over 1,000 responses to the Boundary Survey, and that the planned meeting with councillors had been delayed due to the election. It was further noted that council officials are reviewing various drafts of our application documents. |  |
| **3.0** | **Approval of draft minutes from previous meeting(s)** | |
| 3.1 | The minutes of the Working Group meeting of 20 April 17 were approved. **Action:** RT to upload final version of the minutes to FPNP website. | RT |
| **ITEMS FOR DISCUSSION** | | |
| **4.0** | **Update on recent activity** |  |
| 4.1 | **Membership application form** – This was now available online and as a paper version; however, no membership applications had yet been received from Worker or Elected Official Members. It was noted that it may be better to contact businesses directly rather than rely on Traders Associations, which have varying levels of membership and engagement.  **Actions:** DN volunteered to write an email to relevant community groups encouraging them to apply to become members.  BM and GT to draft new leaflets specially to target Affiliated Organisations, and Workers. | DN  BM/ DN/ GT |
| 4.2 | **Neighbourhood Area and Neighbourhood Forum applications to the three**  **Councils -** It was noted that a draft application letter had been provided to officers for review, and was available on our website for review by the community.  It was noted that the councils would require around 20 weeks to assess the NF application, including a six-week consultation with local stakeholders and the public. |  |
| 4.3 | **Constitution** – Work on the draft constitution was ongoing, prior to wider circulation. |  |
| 4.4 | **Walk around the western boundary -** A very useful ‘walkaround’ had already been undertaken of the southern boundary, leading to some tweaks to the boundary around individual streets and properties.  Volunteers will meet at 4pm on Sunday, 21 May 2017, at corner of Hornsey Road and Grenville Road to carry out a walk of the western boundary; all welcome. |  |
| 4.5 | **Appeal for volunteers –** RT made an appeal for volunteers to help finish the Boundary Survey consultation, drafting the Equality Statement, and recruiting new members. |  |
| **5.0** | **Nominations / elections of officers and Steering Group** |  |
| 5.1 | The group discussed establishing the Neighbourhood Forum and its Steering Group – in particular, how nominations and elections might work.  There were 19 potential posts requiring elections: four Forum Officers (Chair of the Forum; Secretary/Vice Chair; Treasurer, and; Membership secretary), and 15 Steering Group Members. It was noted that the draft Constitution allowed the Steering Group to establish and dissolve sub-groups, as well as to appoint their own Head of the Steering Group. Please refer to the draft Constitution for further information.  One delegate questioned whether each Borough should have the same number of Steering Group Members, and it was reconfirmed that this was considered the most stable arrangement to avoid imbalances of power and unnecessary conflict, as well as boosting engagement and legitimacy for the boroughs with a smaller population / households / area within the Neighbourhood Area.  **Timing / order of elections** – Various options were discussed, including: election of all 19 posts at the same time; election of the four Officers only first, and; election of three Steering Group Members and four Officers. The meeting agreed that electing all 19 posts at the same time should be avoided, as it may delay and distract from other business in the meantime. There were no strong views on the exact number of posts in the first tranche.  **Method(s) of voting** – The pros and cons of online versus in-person voting were discussed. The meeting agreed that voting should be online, to increase turnout from the Membership, and allow for more complex but fair voting systems to be used.  **Voting system(s)** – Alternatives to First Past the Post were discussed. The meeting agreed that the First Past the Post electoral system should only be used where there were multiple posts (such as Resident and Worker Steering Group members), with alternatives used where there was only one post (such as Forum Officers).  **Cross-borough voting** – The pros and cons of residents from one Borough being able to elect representatives from another was discussed. The meeting agreed that residents from each Borough should elect their own representatives. |  |
| **ACTIONS ARISING / CARRIED FORWARD FROM PREVIOUS MEETING(S)** | | |
| **6.0** | **Actions arising / carried forward from Open Meeting Thurs 20 April 2017** |  |
| 6.1 | In the interests of time, this item was not taken – Please see Appendix A of the agenda for updates. |  |
| **7.0** | **Actions arising / carried forward from Open Meeting 15 February 2017** |  |
| 7.1 | In the interests of time, this item was not taken – Please see Appendix A of the agenda for updates. |  |
| **CLOSING** | | |
| **9.0** | **Area update**  ***(Current consultations, new planning applications, etc.)*** | |
| 9.1 | In the interests of time, this item was not taken. |  |
| **9.0** | **Any Other Business** | |
| 9.1 | There was insufficient time to discuss further business. |  |
| **10.0** | **Dates of future meetings and events**  ***(Date and time, venue, chair and minute taker)*** | |
| 10.1 | Details of future meetings and events would be communicated in due course. |  |