

MEETING MINUTES

Introductory Meeting - Mount Anvil & The Local Community 3 March 2016

Attendees:

Mari Chisholm (MC) – MA Community Liaison Officer *Minutes*
 Kevin Payne (KP) – MA Construction Director
 Andrew Reid (AR) MA Design & Planning Director

Nancy Mayo (NM) – Secretary, Redfrog
 Samantha Beschizza (SB) - Bursar, St Margaret's School
 Adrian Barrett (AB) - Vice Chair of Governors, St. Luke's School
 Martin Craxton (MCR) - Craxton Studios
 Moira Duncan (MD) - Chair, West Heath Lawn Tennis Club
 Sultan Gangji (SJ) - President, West Heath Lawn Tennis Club
 Alan Sanders (AS) – Director, Westfield Management Company
 Penny Davis (PD) - Heath and Hampstead Society

Distribution:

All above plus
 John McGinley (MA) Project Director
 Rev Alistair Tresidder (SLC)
 Isabel Langtry (HSOA)
 LB Camden Ward Cllrs
 Ralf Schopfer, Briardale and Clorane Residents and Redfrog
 Emily Brettle, Platts Lane Residents and Redfrog
 Laurence Bard, Treasurer, Redfrog
 Gill Tyler, Headmistress, St. Luke's School
 Nicole Sochor, Protect Briardale.

	Item	Action	Date
1.	Introductions		
2.	Traffic Management		
2a.	Traffic management options to be discussed at the CWG once MA have liaised with consultants, TFL & LB Camden. Community input required as this will inform the Construction Management Plan (CMP). A ceiling will be set on vehicle particulate levels.	To be discussed at CWG	Mar 16
2b.	Sub-contractor parking issues – suggestions made regarding utilising Brent Cross parking facilities and running a shuttle bus service from there onto site to ease parking congestion in the area. Other provisions/incentives to be discussed	To be rationalised and fed back to CWG	Mar 16

2c.	Are there any changes that can be made to the CPZ that will disallow non-residents to park along Kidderpore Avenue	Meeting with TFL, LBC, MA and Consultants	Mar 16
2d.	Are there any travel/traffic management plans that incorporate site operative travel?	MC to update CWG	Mar 16
2e.	MA to fund provision of specialist independent advice, as proposed by Cllr. Stark. (Costs to be discussed with MA prior to appointment)	PD to appoint a firm to represent the community	
3.	Construction		
3a.	Conditions surveys to be undertaken on adjoining properties which share a party wall with site. Can this be extended to Craxton Studios, Voysey House (Annesley Lodge) and other properties of historical value?	MC to discuss with site team and feedback to CWG	Mar 16
3b.	Will the West Lawn Tennis Club be protected by the party wall act? If any damage is caused to adjoining properties who will be liable?	Party Wall Act to be added to agenda for CWG for resident understanding	Mar 16
3c.	Residents would like to view the Basement Construction Plan prior to submission to LB Camden	Once drafted MC to share with CWG	Apr 16
3d.	Residents would like sight of the construction programme in order to understand the build sequence and timings	MC to share with the CWG	Mar 16
3e.	What forms of piling will be used on the project? What levels of noise and vibrations are to be expected during piling? This information will form part of the Section 61 which will be submitted to LBC prior to commencement. (NOTE - Section 61 is a separate document to the S106 agreement)	MA to share this document with the CWG	Apr 16
4.	Environment		
4a.	Suggestions of a river running parallel to Lord Cameron Hall along Croft Way	MA to seek confirmation	
4b.	What levels of NO2 emissions can be expected from construction vehicles	To be estimated as and when S106 is finalised for accuracy	
4c.	Would it be possible to translocate the soil from the SINC and retain it, to be re-laid accordingly?	MC to check viability	Mar 16
4d.	Suggestions of poplar and willow trees to be introduced to the landscaping as they are suitable for soaking up excess water. Also native water loving wild flowers: http://www.wildflowershop.co.uk/Pond%20Plants/Pond.htm MC to speak with Landscape Architects to review viability	MC to feedback to CWG	Mar 16

4e.	Maximum HGVs accessing the site per day is predicted to peak at 35 no. (6 per hour)	To Note	
4f.	Invite Thames water to a community meeting accordingly, diaries permitting	MC to Sort	2016
5.	Planning		
5a.	Components of tenure – is there are possibility of providing accommodation for key workers such as nurses	MC to feedback on this during CWG	Mar 16
5b.	Questions on S106 and CIL. MC to provide information packs to the CWG to inform them of what happens with CIL and S106 contributions. In particular, what percentage of the CIL fund will be allocated to the local community	MC to feedback on this during CWG	Mar 16
6.	Community Contribution		
6a.	St Luke's School want to purchase space within Queen Mothers Hall for school provisions. This has been raised before and the Department of Education attended meetings in support of this including contributing towards the purchase.	KP to investigate at Board Level and feed back to MC for CWG	Mar 16
6b.	Each street in the area has its own Community Rep – MC to initiate dialogue and ascertain whether they would like to be part of wider community meetings		Mar 16
7.	General Notes		
7a.	Share project team organogram with CWG		
7b.	Share outline plan with CWG to include CGI's and applications to act as a point of reference		
7c.	St Margaret's School has kindly offered to host the first CWG meeting		
7d.	CWG Meetings to be held monthly at present with a view to being held bi-monthly in the near future		
7e.	AR Proposed a site visit to Loxford House (Highbury Park) in order for the Community to see examples of Mount Anvil's work with refurbishing Listed Buildings		
DATE OF 1ST CWG MEETING TBC			