# Working Group Minutes

| Meeting title Working Group (WG) meeting – Plaistow | | |
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| 07/09/23 | Meeting time 5:30pm-7.30pm | Meeting location Plaistow Library |
| **The meeting commenced at 5:30 and closed at 7:30pm** | | |
| **Present:** | Syed Haque<br>Cllrs Carleene Lee-Phakoe<br>Cllr Jane Lofthouse<br>Andrew De Heer<br>Afiya Rahman<br>Hetal Khander<br>Nicole Morris<br>Anthony Miley<br>Mark Stander<br>Linette Baker-Neale<br>Beverly Biggs<br>Joan Francis<br>Francis Imadojemun<br>Hina Shah<br>Aksar Rahman<br>Shafia Begum<br>Yetunde Muda | |
| **Apologies:** | Naz Auchoybur (stepping down) | |
| **Agenda topic 1** | | |
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| Project Updates – Plaistow Eco Hub (PEH), New City Logs | Plaistow Eco Hub update – As of 4th September PEH submitted their comments on the lease. LBNs legal team will be reviewing. In addition PEH sent in a revised structure for their group, where they would like to receive payment for these specialized roles. The voluntary roles of the Chair, Secretary and treasurer will be re-scoped. We await further detail from PEH.<br><br>New City Logs project has been completed and the Working Group (WG) were encouraged to visit in their own time. | |
| Chatty Benches | • Chatty Benches- a new initiative was launched w/c 4 September. This is where there will be a number of locations on benches and community facilities were | |

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| | residents would be encouraged to speak with each other.<br><br>To find out more please visit - www.newham.gov.uk/BeConnected |
| Applications and shortlisting | Date of applications submissions was extended from 3 September till 10 September.<br><br>Applications received so far – 22<br><br>Plaistow are expecting to receive in the region of 30 plus applications by the closing date. |
| People Powered Places voting event | • – 21st October 10am-6pm Stratford Library – finer details to follow. However, this will be a date for the diary |
| Shortlisting clinics for working group members. | Guidance on how to shortlist applications was offered.<br><br>Closing date 24 September. Please note this date has now been extended to 1 October. All shortlisting must be completed by then.<br><br>Plaistow Neighborhood staff and Cllr Jane and Carleene would provide 1-2-1 follow up sessions should they be required and will need to be booked in advance.<br><br>It was agreed that each application when shortlisting would be given 20 minutes, as this would be linked to the Rewards and Recognition process.<br><br>WG were informed that if there were any questions about shortlisting they must ask the neigbourhood staff before completing that application for shortlisting, as there maybe some background information that could support the application.<br><br>Councillors and LBN officers managing the programme are not permitted to vote.<br><br>Once applications have been anonymized they will be uploaded onto a Goggle Drive folder where residents will need to complete their shortlisting. Please approach |

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| | neighborhood staff should any support be needed. Applications must be scored individually. |
| AOB | Naz has requested to step down as a working group member as he declared a conflict of interest. He is associated with a group who would be applying for funding.<br><br>Date shortlisting must be **completed by 1 October.** |