



## **Application for redesignation as a Neighbourhood Forum under the provisions of the Localism Act 2011**

### **Crouch End Neighbourhood Forum**

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#### **1. History**

The Crouch End Neighbourhood Forum applied for, and was granted, designation as a Neighbourhood Forum by Haringey Council in December 2015.

The Forum wishes to be redesignated for a further five years, and it wishes the existing Neighbourhood Area to be also redesignated for a further five years, to allow it to continue to work on the neighbourhood plan for Crouch End.

The aim of the plan is to help Crouch End to be a vibrant place with a strong sense of community that protects its character and heritage, while embracing sustainable beneficial change that supports the local economy.

During the past five years the Forum has held numerous public meetings and community engagement, maintaining contact with local residents' groups, local business fora, and members of the wider community. Priorities and content for a neighbourhood plan are identified through surveys and questionnaires, both online and in person to ensure feedback from diverse stakeholders. Face to face engagement has included holding stalls in the town centre and at both summer and Christmas Festivals in Crouch End. We have established a web site ([www.crouchendforum.org.uk](http://www.crouchendforum.org.uk)) and we produce regular newsletters which are distributed to our mailing list. Our activities have been funded where necessary through grants obtained from Locality. The Forum has developed a good working relationship with Haringey members and officers, and is frequently employed in the dissemination of appropriate Local Authority information.

The Executive Committee meets regularly, and the minutes of our meetings are published on the web site. The Forum will continue to encourage all interested residents and businesses in the area to become members and all representative groupings of community members to become affiliates and work alongside us to further the community's joint objectives.

It remains the case that CENF is the only all-inclusive civic society in the Crouch End district.

## **2. Next Steps**

The Forum is committed to working with the community to develop and write a neighbourhood plan, which meets their needs and ensures Crouch End benefits from the opportunities offered by the Localism Act, particularly as the area develops.

A neighbourhood plan is being drafted and will include identified site allocations, alongside design guidance and codes aimed at the successful control of sustainable and valuable development. Sections will cover the Environment and Green Spaces, Housing, Transportation and Parking, Social and Community assets, Heritage and Character, Economy and Town Centre. Area appraisal and the gathering of evidence and data about Crouch End is ongoing.

Priorities and policies will: –

- reflect the distinctive character and heritage of Crouch End, and ensure that all development in the Area preserves and enhances this character;
- promote Crouch End as a vibrant and viable town centre with an improved public realm;
- work toward meeting housing need;
- support improvements in the local environment including those directed towards sustainability and the climate emergency; and conserve and promote green spaces and sports facilities in the area;
- provide for a mixed economy that retains employment opportunities;
- reflect the community's wishes to support initiatives that improve health and well-being, and enhance community links, services for young people, crime reduction, and support for elderly and vulnerable people.

Progress on the neighbourhood plan continues and the plan is currently in early draft form. However, it has not advanced as quickly as we hoped. This is lately due to the Covid-19 emergency (we had intended to spend 2020 consulting further with the local community toward a definitive first draft), but also due to the demands of significant ongoing local developments and planning issues in the last few years,

including: the Hornsey Town Hall scheme; the redevelopment of key potential site allocations (Tottenham Lane, etc.); the Liveable Crouch End transport initiative; and emergency responses to the pandemic. These issues have often required public meetings and much consultative activity.

We are also aware of the need to evolve the emerging plan in relation to changes in national and London planning legislation, both implemented (e.g., use classes and permitted development) and proposed, some of which changes are fundamental. In this respect our current work has partly focused on the development of precise, localised design guidance. Lastly, our work must now reflect a new Local Plan for Haringey, currently in preparation.

The Forum hopes to continue to work on the draft plan and re-start consultation as soon as it is safe to do so. An AGM in spring 2021 is envisaged. **We therefore seek formal redesignation from the Council as the recognised Neighbourhood Forum for Crouch End, in accordance with the Localism Act 2011.**

### **3. Area Plan**

The plan of the Neighbourhood Area, as adopted at designation in 2015 is attached (Annex 1). No amendments are proposed.

### **4. Constitution**

A copy of our current constitution is attached to this application (Annex 2).

### **5. Membership and Affiliates**

Under the terms of the constitution, membership of the Forum is open to all of the following:

- residents living in the Area, either as individual members or via representative bodies such as those outlined below;
- affiliated representative Residents' Associations, friends' groups, and amenity societies and associations;
- local businesses and individuals who work in, and have a long-term business interest in, the Area;
- all councillors representing Crouch End Ward and one nominated councillor from each of Hornsey, Stroud Green and Muswell Hill Wards and GLA members whose area includes the

Neighbourhood area.

The Forum regularly communicates with its supporters via social media and a newsletter, which is sent to everyone in the area who wishes to receive it. The contact list is more than 1,600 individuals, institutions, and businesses. The newsletter gives updates on the work of the Forum, and a range of local topics related to the area.

## **6. Supporters of the Redesignation**

In accordance with redesignation procedure, below is a list of residents, community groups, business owners and elected members who support the redesignation of the Forum:

### **Elected members**

Cllr Luke Cawley-Harrison (Crouch End)

Cllr Pippa Connor (Muswell Hill)

Cllr Eldridge Culverwell (Stroud Green)

Cllr Adam Jogee (Hornsey)

Cllr Tammy Palmer (Crouch End)

### **Community Groups**

Chris Currer, Crouch End Festival

Adrian Essex, OpinioN8

Glenys Law, CREOS

### **Businesses**

Juliette Banner, business owner & resident (Banners)

Jameson Gilvarry, business owner & resident (Lo-Fi)

Karen Partridge, business owner & resident (Playhood Ltd)

Nick White, business manager & resident (Maynard Arms)

### **Residents**

Mark Afford, Elder Avenue

Elly Chalmers, Crouch End Hill

Bev Coffin, Elder Avenue

Richard Downes, Shepherds Hill

Rob Jackson, Glasslyn Road

Miriam Levin, Fairfield Road

Sally Mustoe, Avenue Road

Charles Sharp, Elmfield Avenue

Janet Sutherland, Mountview Road

David Winskill, Uplands Road

## Appendix

### Annex 1 – Crouch End Neighbourhood Area



### Annex 2 – Constitution

#### CROUCH END NEIGHBOURHOOD FORUM CONSTITUTION

##### 1 Purpose and Objects

1.1 The Crouch End Neighbourhood Forum (hereinafter referred to as 'CENF') is a neighbourhood forum as defined in the Town & Country Planning Act 1990 as amended by the Localism Act 2011 ('the Act').

1.2 The purpose of CENF is to further the social, economic and environmental well-being of the Crouch End Area as defined in section 2 below ('the Area') by acting for the Area under the provisions of the Act.

1.3 CENF membership will be open to residents living in the Area, individuals working or carrying on business in the Area, local representative groups and Elected Members (as defined in 3.1) representing all or part of the Area. CENF will aim for as wide a representation of communities in the area as possible. Membership and organisation of CENF are set out in section 3 below.

1.4 CENF will prepare and maintain a Neighbourhood Plan as defined in section 4 below, and will monitor development management policy and its application in the Area. It will also seek to deliver wider improvements by working in partnership with residents, businesses, Haringey Council and local organisations, as well as those further afield as necessary.

1.5 CENF will help the area to have a unified voice to enable the identification, and if possible delivery of solutions to the challenges it faces and to facilitate better communication with Haringey Council and other bodies.

1.6 CENF will enable the communities living and working within the area, as well as those coming to the area to work, study, shop, socialise, or for entertainment or other purposes to work together to create a sustainable, mixed and inclusive community

1.7 CENF may initiate Neighbourhood Development Orders or Community Right to Build Orders, identify Assets of Community Value, or carry out any other permitted actions.

1.8 CENF will act in accordance with General Policies and Principles set out in section 5 below.

## **2 The Crouch End Neighbourhood Area**

2.1 The Area shall be the area shown in the map in Appendix 1 and as designated by the relevant authority.

2.2 The Area is the part of Haringey borough which local people consider to be 'Crouch End'.

2.3 As defined, the Area falls entirely within the boundary of the London Borough of Haringey and abuts the boundary of the Highgate Neighbourhood Forum to the west and the London Borough of Islington to the south.

## **3 Membership and Organisation**

### ***Membership***

3.1 Membership of CENF shall be at least 21 individuals and is open to:

- residents living in the Area, either as individual members or via representative bodies such as those outlined below;
- affiliated representative Residents' Associations, friends' groups, and amenity societies and associations, collectively described herein as 'Organisations';
- local businesses and individuals who work in, and have a long term business interest in, the Area;
- All councillors representing Crouch End Ward and one nominated councillor from each of Hornsey, Stroud Green and Muswell Hill Wards and GLA members whose area includes the Neighbourhood area (collectively 'Elected Members').

3.2 CENF shall maintain a mailing list of its members, and inclusion in the mailing list shall be deemed as confirmation of membership. This list will be updated from time to time and any person or organisation who is added to the mailing list shall automatically become a member. A member wishing to resign from membership shall be deleted from the mailing list. The Executive Committee may at its discretion refuse membership if (a) it considers that none of the eligibility criteria in 3.1 have been satisfied or (b) if such membership is considered to conflict with the purpose and objects of CENF as set out in clause 1.

### ***Forum Executive Committee***

3.3 An Executive Committee comprising up to 15 members will be elected at each AGM to carry out the

day-to-day work of the Forum. The quorum for the Executive Committee will be 7 members. The procedure for electing the Executive Committee is defined in Standing Order No.1 attached to this Constitution.

3.4 The Executive Committee will elect the following officers of the Forum from its number: Chair, Vice Chair, Secretary and Treasurer. The procedure for electing the officers is defined in Standing Order No.2 attached to this Constitution. Officers will serve for one year and be subject to re-election, and there will be no limit to the number of terms an officer may serve. The Chair (or the Vice Chair when acting as Chair) will have a casting vote at any Committee or General Meeting.

3.5 The Executive Committee will direct and oversee the work of the Forum and will meet at least quarterly for this purpose. It shall: · \_

- publicise and promote the work of the Forum and organise meetings, training courses, events or seminars etc.;
- work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other voluntary bodies, charities, statutory and non-statutory organisations;
- lead the development and production of the Neighbourhood Plan as described in section 4.

3.6 Sub-committees or working parties may be appointed by the Executive Committee to carry out specific and defined tasks and may have powers delegated to the group or sub-committee according to the task, to consider policies and to advise the Executive Committee . Such bodies may be appointed from within or outside the membership of the Forum but will be responsible to the Executive Committee and will report through a nominated Executive Committee member.

3.7 The Executive Committee may co-opt up to three additional members to the Executive Committee in any year. Co-opted members will have the same voting rights as other Executive Committee members. A co-opted member may be elected as an officer.

3.8 All Elected Members will be invited to Executive Committee meetings. While they will have normal speaking rights, they will not have the same voting rights as other Executive Committee members.

3.9 The Secretary will take minutes of General and Executive Committee Meetings and will ensure that declarations of interest or conflicts of interest are recorded and that minutes are drafted and circulated to invite comments on accuracy within three weeks and approved at the next meeting. Organisations which are affiliated to CENF will be encouraged to communicate such information to their membership.

## **Meetings**

3.10 Annual General Meetings will be held in March or as close to such date as practicable and should be no longer than 15 months apart. An Extraordinary General Meeting may be called by decision of the Executive Committee or by 30 members of the Forum applying to the Secretary. For all General Meetings, a notice of the meeting and details of any resolutions to be put to it, including any proposed changes to this Constitution, will be sent to all Forum members at least 21 days before the meeting.

3.11 At any General Meeting each member present will have one vote. Where practicable, arrangements will be made to enable members unable to attend to appoint a proxy. Decisions of General Meetings will be by simple majority except in the cases set out in section 6 below. The quorum for a General Meeting shall be 20 members.

## **Notices**

3.12 Notices to members will be deemed delivered if sent to the member's last notified email address, or



(where no email address is given) sent by post to the last notified address.

## **Finance**

3.13 The Forum will have the power to raise funds as necessary for its activities, by grant, donation, subscription or any other appropriate means.

3.14 The Executive Committee will open one or more bank accounts as necessary in the name of the Forum. All funds raised for the Forum will be held in such accounts. The Executive Committee will nominate bank signatories. Payments and expenses should be verified and endorsed by two authorised signatories.

3.15 The Executive Committee will where necessary insure any assets it holds, and by insurance or otherwise indemnify its officers against liabilities arising from their work for the Forum.

3.16 Subject to funding, the Executive Committee may employ staff and volunteers, commission consultancy services, surveys or any other activity in support of the Objects.

## **Register of Executive Committee Members' Interests**

3.17 The Secretary will keep a Register of Executive Committee Members' interests detailing any financial interests in the Area or any other interest, which could be deemed to have an influence on decisions likely to come before the Executive Committee. Members will abstain from voting on any matter in which they have a financial interest or a conflict of interest where a Neighbourhood Plan policy would affect the business interests of a forum member.

## **4 Neighbourhood Plan**

4.1 The Crouch End Neighbourhood Plan (CENP) will set out more detailed and local policies for the development and use of land within the Area than is provided for in the Local Plan applicable to the whole Borough. As provided for in the Act, it will be subject to consultation and examination, including where appropriate a referendum within the Area.

4.2 The CENP will include, where appropriate, specific policies for identified parts of the Area, including detailed conservation policies and management proposals. Unless otherwise stated, the CENP will apply to the whole of the Area.

4.3 The CENP will aim to:

- complement the Local Development Framework and adopted Conservation Area Appraisal as produced by the relevant Planning Authorities to seek that all development is sympathetic to the character of the Area and where appropriate to bring up-to-date the appraisal and develop its management content;
- identify locations for potential appropriate development that will, within the Local Development Framework, include housing, retail, business, community and recreational uses;
- express aspirations for the future development of traffic and transport serving or passing through the Area;
  
- advocate the preservation and improvement of private and public open space;
- nominate Assets of Community Value for listing by the appropriate local authority;
- set a framework for the cultural, retail and business improvement of the Area
- advise and lobby the Planning and Highway Authorities on improvements to the public realm;
- pay due attention to sustainability and carbon reduction, and

- advise on the local knowledge on the surface and underground water environment, flood and pollution risks and soil stability.

4.4 The CENP will include policies aimed at generating employment in the area and promoting business activity, including retail. It will aim to promote a range of retail and cultural activity in the community with particular emphasis on encouraging smaller enterprises.

## **5 General Policies and Principles**

5.1 CENF will take the distinctive character and heritage of Crouch End into account in all its actions, and will ensure that all development in the Area preserves and, where possible, enhances this character.

5.2 CENF will promote Crouch End as a vibrant business and residential community with an improved public realm.

5.3 CENF will support improvements in the local environment including those directed towards energy efficiency and reducing pollution; and conserve and promote green spaces and sports facilities in the area.

5.4 CENF will support initiatives aimed at improving the health and well-being of local people either through public health initiatives or improvements to local health facilities

5.5 CENF will generally support actions aimed at generating employment consistent with the other principles and policies in the Area.

5.6 CENF will promote policies to maximise social benefit, community links, services for young people, crime reduction and support for elderly and vulnerable members of the community.

5.7 CENF will respect all differences including gender, age, ethnicity, religion, sexual orientation, disability and income.

5.8 CENF will encourage all interested residents and businesses in the area to become members and all representative groupings of community members to become affiliates of CENF and to work alongside CENF to further their joint objectives.

## **6 Amendments and Dissolution**

6.1 Amendments to this Constitution will be by decision of a General Meeting carried out in accordance with 3.10 and 3.11 above.

6.2 CENF may be dissolved prior to the end of its five year life, by decision of a General Meeting specifically called for this purpose and carried out in accordance with 3.10 and 3.11 above, with the exception that such a vote will only be carried if supported by two thirds or more of those voting.

6.3 In the event of dissolution, any property or funds held by CENF will be subject to the agreement of the Members at General Meeting, allocated to one or more nominated organisations set up to continue the work of CENF, or in the absence of any such organisation and subject to any statutory regulations, distributed equally to the constituent local organisations who are its members (but not to individual members).

6.4 In accordance with the Act, a formal review of the functions and achievements of CENF will be carried out five years after its formation when it should cease as a Neighbourhood Forum but may become a similar organisation in a new guise. Following such review, and consultation with its members, CENF will decide the most appropriate way of supporting its Neighbourhood's aspirations.

## **Appendix 1 – Map of the proposed Crouch End Neighbourhood Area**

This map and the explanatory notes accompanying it can be seen in more detail in the Crouch End Neighbourhood Area Application. The blue line denotes the proposed neighbourhood area boundary.

### **Standing Order No. 1**

#### **Election of Executive Committee**

1. Notice of the election shall be sent out to the membership at least 28 days before the agreed date of the AGM. The notice will include an invitation for self-nominations to the Executive Committee (EC).
2. Nominations must be sent to the Secretary by email at least 14 days before the date of the AGM. Candidates must include a brief CV and a statement of why they wish to stand (maximum 100 words).
3. Candidate CVs and statements shall be published on the CENF website at least ten days before the date of the AGM.
4. Any member may raise an objection to a candidate. Grounds for a valid objection must be (a) that the candidate does not qualify for membership according to clause 3.1, or (b) that the candidature would be detrimental to the purpose and objects of CENF as defined in clause 1. The objection must be put in writing stating the reasons for the objection and submitted to the Secretary no less than seven days before the AGM. The Chair, Vice Chair, Treasurer and Secretary will consider and rule on the objection before the AGM, with the Chair having a casting vote in the event of a split decision.
5. If there are more than 15 EC nominations there will be an election at the AGM, and the successful candidates will be the 15 receiving the most votes.
6. If there are no more than 15 EC nominations, the Chair will read out the names of the nominees at the AGM and ask the AGM to approve the nominees 'en bloc' by a show of hands. In the event that there are fewer than 15 nominations the Chair may invite additional nominations from the members present to bring the total nominations to 15. Such additional nominees shall make a brief statement to the meeting and be approved by a show of hands. If however there are more additional nominees than vacancies there will be an election to determine which additional nominees shall serve.

### **Standing Order No. 2**

#### **Election of Executive Committee Officers**

1. The EC officers shall be elected at a meeting of the EC to be held no later than three months from the date of the AGM. The Secretary shall give EC members 14 days prior notice of the date of the EC meeting at which the elections will be held.
2. Any EC member, including co-opted members, may nominate themselves as candidate for an officer role. Nominations must be submitted at least five days prior to the relevant EC meeting.
3. Candidates who are seeking election for the first time will be invited to submit a statement of no more than 150 words in support of their candidacy. Officers seeking re-election are not required to

make a statement but must indicate their intention to stand again.

4. The Chair shall inform EC members of the candidates and circulate any associated statements no less than five days before meeting.
5. At the EC meeting, uncontested nominations will be agreed by a simple show of hands of EC members.
6. Contested positions will be decided by a secret ballot of EC members, with the candidate receiving the most votes being elected. The Secretary shall make arrangements for the ballot prior to the meeting.