

Cartwright Gardens Community Liaison Group

Meeting minutes

17th January 2017

Chair:	?	
Committee:	Miriam Campbell	Church representative
	Steve Cowan	Sinclair Sandwich street
	Paul Cockle	Crescent hotel
	Tony Tugnett	BCAAC / Local resident
Attendees:	Elizabeth Paul	Sinclair Sandwich street
	Andrew Howarth	University of London
	Pip Swallow	Garden halls vice-warden
	David Berry	UPP
	Glen Fenemore-Jones	Sandwich Street Resident
	Hadi Shubber	Studios to let
	Krzysztof Ignaszak	UPP
Apologies:	Bob McIntyre	Judd street business
	Debby Radcliffe	BCAAC / local resident
	Kayleigh Newton	Garden Halls deputy general manager
Distribution:	All of the above	

1. Apologies

2. Previous minutes and matters arising

Outstanding Actions:

Action CLG: CLG to agree the catchment area for a 50% reduction on tennis fees and provide David Berry with a drawn red line around a map detailing the area **TO BE PROVIDED FOR NEXT MEETING**

Action David Berry: Look into the situation with the tree roots affecting the pavement and railing on the crescent side of the gardens. This will include looking into TPO's in the gardens and tree surgery options before occupation **DAVID BERRY TO FOLLOW UP**

Action UPP: Distribute delivery management plan to CGCLG **TO BE SENT OUT AGAIN**

Action UPP: UPP to look into empty sections in the pavement on Sandwich Street from which dead plants have been removed

3. Noise

Hughes Parry Tower night guard to be stationed full-time out of hours

- UPP currently recruiting
- It will be possible to contact the guard by contacting the main Garden Halls reception

Action UPP: Notification to be sent out to CLG once the HPT guard is working full-time along with the job description for the position

It was noted that the part of the HPT guard's will be checking if student windows are closed in cases where a lot of noise is created. In these instances the guard will ask the students to close the windows to limit the nuisance to the neighbours.

It was agreed that in instances where noise is created by persons in vehicles, the HPT guard will take note of the registration plates.

A less transparent ashtray covers are to be considered by UPP

It was noted that a designated area for smoking can only be located in the gardens

The issue of smoking will be re-visited again in the spring when weather changes

Action Hadi Shubber: send records of noise complaints to UPP in order to allow both parties to compare their records

4. AOB

The issue of noise created by Chef Direct deliveries and the lorries reversing was raised

- Signage for clearly displaying directions of traffic for deliveries is to be considered

Action David Berry: to look into delivery routes arrangements

The topic of room bookings for the summer to be put on the agenda for the next meeting

Any requests considering advertising jobs for students to be made through Pip Swallow or Kleo Kourmpi

Pip Swallow has brought forward the idea of "pen friendship" to be created between the local residents and students from Garden Halls

5. Date for next meeting

Agreed for 11th of April at Garden Halls

Minutes Approved (Chair):

Date: