

MLGB Neighbourhood Forum meeting minutes 25.11.2023

Attended: Pauline (MLGB resident - Forum Chair), Michaela (Neighbourhood Associate Artist), Farhiya (MLGB resident), Tomas (Leeds City Council), Aidan (attended young people during the meeting), Oscar (LRF user)

Apologies: Charlie (MAP), Mafwa, Pauline's neighbour (*TBC name*), Nazia (Leeds City Council), Helen (East Street Arts), Ian (Leeds City Council)

Late arrivals: Hamda, Berlin - shared their apologies

Minute taker: Michaela in absence of the Forum Secretary (East Street Arts)

- the meeting was opened by discussing the future of the MLGB Neighbourhood Forum
- Pauline and Michaela shared minutes and updates from the previous meeting as well as some developments with the Forum since the last meeting
- Nazia Fazal from Leeds City Council has joined the Forum and will be supporting it during the handover period and into the new year (2024), this will be mostly administration support
- the forum carried on with the discussion about future meeting spaces; *meeting spaces to confirm:* East Street Arts, MAP, Burmantofts Community Friends, Leeds City College campus on Mabgate, Burmantofts Community Centre, Leeds Refugee Forum, Mabgate Mills, Sable Studio, Anglers, schools in the local areas, Lincoln Green community garden at Roxby Close during warmer months and any other spaces that will come to mind
- the forum is keen to have a well of spaces which could be accessed used for the meetings in the new year
- Michaela in collaboration with Pauline and Nazia will compile a list of venues together with their availability (days/ times) and costs
- an update about this will be shared at the next NF meeting/ AGM in January 24 and handed over for the Forum and its future activity
- the Forum discussed the recruitment of a new Secretary; this role is currently opened and the Forum is open to proposals and expressions of interest
- a call out for the role will go out in the December NF Newsletter with the Secretary role description
- the Forum is hoping to appoint the new Secretary at the AGM in January 2024 - everybody in the meeting was asked about this and it was confirmed that the Forum is happy about this arrangement
- the Forum also discussed the re-election of the Forum Chair, if re-elected Pauline is happy and keen to further commit to this role
- together, the Forum reviewed the role description for the Forum Secretary
- it was agreed that the current role description comes across as a full-time job role and is too formal
- is was mutually suggested and agreed how the role description could be reviewed and updated, especially in the light of the commitment expectations, how to rephrase some expectations and how to make the role description community minded for the purposes of the NF
- the forum also suggested and agreed that the Secretary role should be communicated and advertised more as a collaboration role and working closely with the Chair and Forum members
- it was agreed between the Forum that Secretary will be doing the communications via email and WhatsApp, not just calls
- Tom will share more resources with the forum for the purposes of proceeding this further

- the Forum discussed the upcoming AGM in January 2024 and reminded everyone that there will not be December Forum meeting, but a Newsletter will go out in time with relevant updates and next steps leading up to the Jan 24 AGM
- East Street Arts to confirm if they will be able to host the AGM and under what conditions, otherwise a different venue needs to be sourced and confirmed
- the Forum expressed interest in music, activities, refreshments and space for young people again following the success in January of this year, however the Forum is aware the same scale may not be possible
- Michaela shared with the Forum about the leaflet resource (created by ESA) - the Forum would like to have this ready for the AGM in Jan 24 and have it handed over for the future activity of the Forum
- alongside this, the Forum discussed that it would like to have showcased at the AGM what has been achieved this year or historically as a celebration and farewell from ESA
- Tom mentioned that he will prepare a survey for the AGM; this will be revised by the Forum in December and will be prepared by the Council, and ready for the AGM
- a QR code will be generated to access the survey easily which will be distributed at the AGM
- the forum discussed the availability of Household Support Fund vouchers to the Forum; Michaela explained in detail what the vouchers are and how it is possible to access them
- Michaela collected details from people who were interested in the vouchers after the meeting
- Christmas events in the area were mentioned and shared about with the Forum (LRF, BSA, Lincoln Green Square) - some of them are still TBC full details, Michaela and Pauline will circulate with everyone as soon as they know the full details
- Michaela mentioned Mohammad Barrangi's murals which will be put up in the area (outside of the Convention House) and in the neighbouring areas of the city to the Forum
- Michaela also mentioned Yaku Stapleton's exhibition taking place at New Briggate
- The forum expressed their thanks for sharing about creative projects and activity in their neighbourhood and in the city, the Forum find it inspiring and felt it is inspiring for the young people in the area to engage with art and because of that see it as a possibility in the future
- the Forum discussed wellbeing creative activities available to access in the local area: LRF wellbeing sessions were mentioned, Michaela mentioned keeping an eye on Mafwa's activity in the area, as well as the BRH CAN NEWS Newsletter which is often full of recommendations and activities taking place in the area
- Michaela explained in detail to the Forum members what the BRH CAN NEWS Newsletter is and will share it with Pauline for the future purposes of the Forum
- Michaela also recommended to the Forum members to subscribe to the Newsletter too
- Fiona shared her regards with the Forum and expressed her interest to join the forum meetings as a resident in the future
- the Forum members had no other updates or business to discuss and the meeting was closed