

# Ickenham Neighbourhood Plan Area application

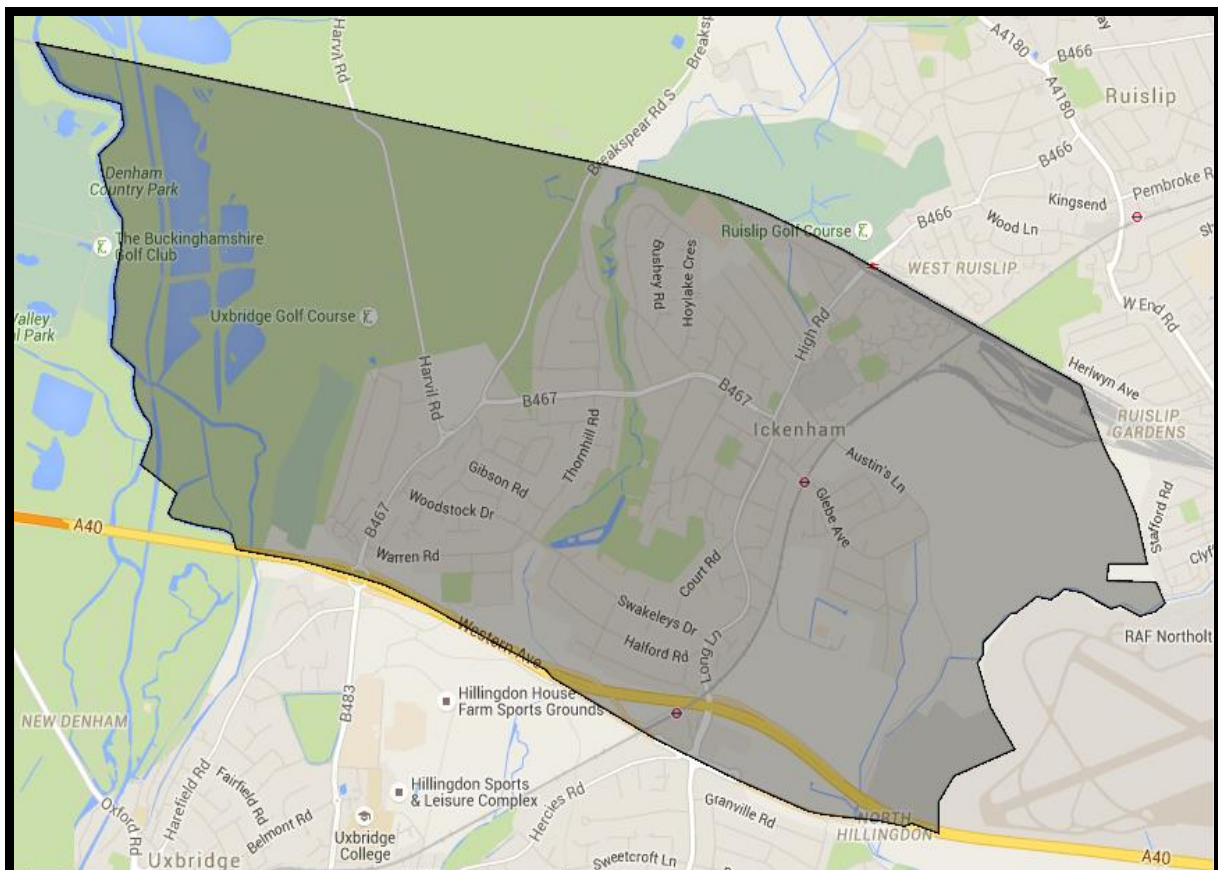
and

# Ickenham Neighbourhood Forum application

## Neighbourhood Plan Area application

The historic Middlesex village of Ickenham, now part of suburban Greater London, has a strong sense of identity and community spirit. At the 2011 census, roughly 12,000 people lived in the village and our proposed Neighbourhood Area corresponds with local feedback on our borders. Those borders have changed over the centuries, but have remained largely constant since the Chiltern railway and RAF Northolt divided Ickenham from Harefield and Ruislip one hundred years ago, and since the Western Avenue was constructed to our south in the 1950s.

## Proposed Ickenham Neighbourhood Plan Area



A more detailed zoomable map can be viewed on our website here:  
<https://ickenhamplan.wordpress.com/what-area-would-a-plan-cover/>

The starting point for the proposed neighbourhood area came from discussions with the Ickenham and Ruislip Gardens Residents' Associations. Once we had established a proposed area, we consulted Residents' Associations and Ward Councillors in neighbouring Ruislip, North Hillingdon, North Uxbridge and Harefield.

Put simply, this is Ickenham. To the best of our knowledge, everyone living in the proposed area think they live in Ickenham and furthermore, we believe that nobody living outside the proposed area think that they live in Ickenham. Feedback has strongly suggested that we should write a neighbourhood plan for all of Ickenham, rather than just the built-up part of the village, or for the Ickenham electoral ward. Any other boundary would not be an Ickenham boundary, and would exclude parts of the village that people know and love.

The five different shaded areas on the map at Annex A below represent the five different local authority electoral wards within the Ickenham. The entire Ickenham ward is included (in green), along with small parts of four others.

Our northern boundary follows the centre of the Chiltern railway line. Some northern parts within the proposed area around Harvil Road historically fell within the Harefield Parish – the historic building 'Harefield Place' is testament to that. These days people living off Harvil Road see themselves as Ickenham residents. The Harefield Residents' and Tenants association have not objected to the proposed railway boundary. The Chiltern railway also divides Ickenham from Ruislip, and the part of Ickenham shown in red at Annex A falls within the West Ruislip electoral ward. That area was moved out of the Ickenham ward solely to regulate ward population size and contains Ickenham's historic village green. This issue has been discussed with West Ruislip ward Councillors, the Ruislip Residents' Association.

To our east, the whole Ickenham Marshes area is included, all the way over to the Ruislip Gardens estate. Despite the name, this area is mostly within the South Ruislip electoral ward (shown in yellow at Annex A). Since the field enclosure in the 1700s, Ickenham folk have always farmed the fields and historically used the common land. Early discussions with the Ruislip Gardens Residents' Association confirmed that they were happy for the Marshes to be included in the Ickenham Neighbourhood Area, and also that Ruislip Gardens residents would be involved in any discussions about the future of the Marshes. It was agreed that the Stafford Road allotment site in Ruislip Gardens would not be included in the area application. Discussions with Transport for London have also taken place in relation to the inclusion of the land they own in this part of Ickenham.

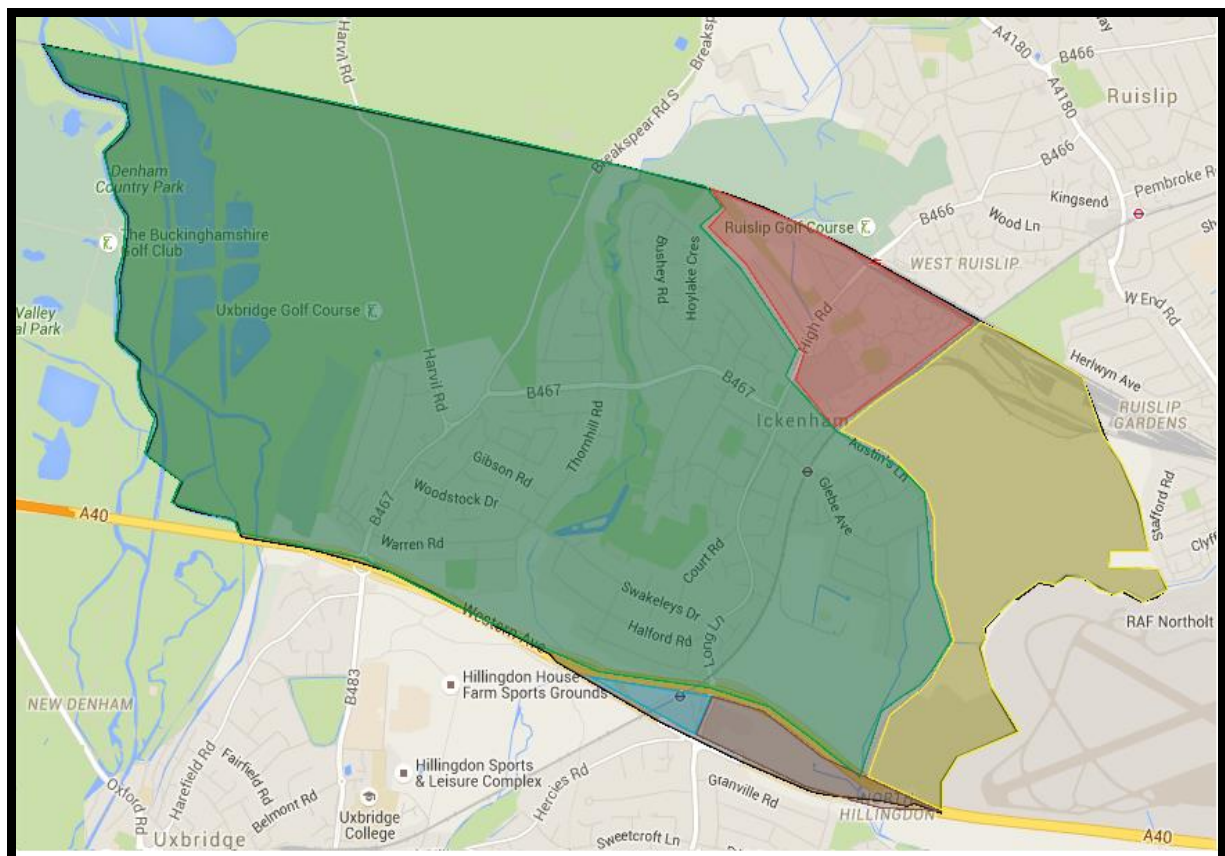
To the south, our boundary follows the centre of the A40 (pre-1990s re-routing) and including the area around Hillingdon (Swakeleys) station and the old Master Brewer hotel. We recognise that our emerging borough-wide Local Plan designates strategic

development sites around Hillingdon station. Given their size and location, these sites are important for the growth of the whole Borough, and we very much look forward to working with developers and the Council to realise developments that will bring new facilities and residents to further enhance the unique character of the village. Again, over-the-border consultation has been undertaken to ensure that neighbouring residents groups and ward Councillors are aware of the proposed area.

Westwards our boundary extends to the historic Middlesex/ Buckinghamshire line, which follows the centre of the river Colne, until just north of the A40, where the county boundary follows the aptly named Shire Ditch. This western part of Ickenham includes our local golf course, a stretch of the Grand Union Canal, Denham Deep Lock and several nature reserves, including Denham Lock Wood and Frays Farm Meadows which are Sites of Special Scientific Interest.

Throughout the process of establishing the proposed area, discussion and consultation with neighbouring groups has been key and it is our intention to maintain this over-the-border engagement. It is important to acknowledge that the process of shaping the future of an area needs to be collaborative and transparent throughout – this should include taking on board views from those outside the neighbourhood area but who have an interest in development, policies or projects within it.

## Annex A – Ickenham boundary with local authority electoral wards



## **Neighbourhood Forum application**

### **Are we established for the express purpose of promoting or improving the social, economic and environmental well-being of an area?**

Yes. We are constituted to:

- prepare a neighbourhood plan for the Ickenham Neighbourhood Area
- promote, conserve and improve the social, economic and environmental well-being of the Ickenham Neighbourhood Area, for the benefit of Ickenham's residents, businesses and the public at large.

### **Do we have an open membership policy?**

Yes – our constitution is clear that membership is open to everyone that lives, works or owns land in the proposed Ickenham neighbourhood area. The first page on our website ([ickenhamplan.wordpress.com](http://ickenhamplan.wordpress.com)) is “how do I get involved?” and we will aim to continue to actively recruiting new Forum members during the neighbourhood planning process.

### **Do we have at least 21 individuals members - each of whom live or work in the area?**

Yes (See Annex C for membership list)

### **Do we have a written constitution?**

Yes (see Annex B for our constitution)

### **Have we secured (or taken reasonable steps to attempt to secure) membership from different places in the neighbourhood area and from different sections of the community in that area?**

Yes – Forum members are drawn from every corner of Ickenham (see membership distribution map at Annex D), with a range of ages and backgrounds broadly in line with the relevant demographics from the 2011 Census. We currently only have a few local businesses represented, but aim to recruit many more as we progress the neighbourhood plan.

### **Supporting information about how our group was formed**

After inviting a Parish Councillor from nearby Chalfont St Peter to talk about their neighbourhood plan in August 2015, the Ickenham Residents' Association committed to 'kick-start' a conversation about a neighbourhood plan for Ickenham. At the Ickenham Festive Community Night in December 2015 the residents' association arranged a table with information to inform local people about neighbourhood planning, and also asked for local views on what people liked\disliked\would change about the village. 380 comments were recorded on an enormous scroll of paper, and there was clear enthusiasm on the night to think ahead to what Ickenham would be like in 10 years' time. 80 local people signed up to hear more about the views collected and to



get more information about neighbourhood planning.

Building on the fantastic feedback at the Festive Evening, the residents' association arranged a public village meeting on 19 March 2016 to decide whether or not to have a go at writing a neighbourhood plan, and to sign up volunteers to lead the process. 400 leaflets were circulated to local residents and businesses to raise awareness of the meeting. Posters were displayed on 11 local noticeboards. The meeting was publicised in the Ickenham Church News newsletter (which is delivered monthly to every home in the village), the residents' association newsletter and online via the Ickenham Plan website, the village Facebook group and on twitter by the residents' association and the local news website Hillingdon is Here. The residents' association also invited a variety of local stakeholders, including known owners of local development sites (or their representatives), the Council planning department, the Canal & Rivers Trust and all five local schools, who were also asked to help publicise the event.

Over 100 people packed into the Village Hall for the meeting and were addressed by Chris Mountain (an Ickenhamer and member of the neighbourhood planning team at the Dept. for Communities and Local Government) and local councillor John Hensley. After a lively Q&A session about what a neighbourhood plan could and couldn't address, and discussion of the future of several development sites in the village, a show of hands demonstrated significant support for the creation of a Neighbourhood Forum to write a neighbourhood plan. Names, addresses and email addresses of prospective Forum members were recorded, along with details of any particular areas of interest or expertise.

The next steps agreed at the village meeting were for a Forum constitution to be drafted and display online for comment, and to arrange another meeting to agree the constitution and the other elements of our neighbourhood forum\area application.

That follow-up meeting on 14 April attracted over 30 local people – including several new members. The constitution was discussed and agreed, as was our proposed neighbourhood area. Eight members put themselves forward as interim committee members – to manage affairs until our first AGM, to be held when formal designation is confirmed by the Council.

The forum application was then circulated and publicised – with further comments invited and received. All 15 local councilors have been informed about our plan, with Cllrs Corthorne, Hensley, Duducu and Simmonds taking particular interest. The final document was agreed at the first Forum committee meeting on 19 May and submitted later that month.

Following a constructive meeting with Council officers on 7 July, it was agreed to

re-submit the applications to include more detail on the rationale for the proposed neighbourhood area, and also to update the application to include details of the 50 new forum members that were signed up at the neighbourhood plan stall at the Ickenham Festival gala day in June.

**The interim committee agreed at the meeting on 14 April**

Chris Mountain (Chair)	Richard Jones
Sarah Acton (Treasurer)	Jill Dalton
Simon Bowles (Vice Chair)	Grace Eminton
Ros Webber (Membership)	Andy Moreton

**Applications submitted on behalf of the Ickenham Neighbourhood Forum to London Borough of Hillingdon by Chris Mountain - [ickenhamplan@hotmail.com](mailto:ickenhamplan@hotmail.com)**

# **Annex B**

## **Ickenham Neighbourhood Forum Constitution**

### **1. Name**

The name of the Forum shall be the Ickenham Neighbourhood Forum (the Forum).

### **2. Area of Benefit**

The area in which the Forum will pursue its objectives is the Ickenham Neighbourhood Area, which is the area designated by the London Borough of Hillingdon for which the Forum will produce a neighbourhood plan.

### **3. Objectives**

The purpose of the Forum is:

- 3.1. To prepare a neighbourhood plan for the Ickenham Neighbourhood Area
- 3.2. To promote, conserve and improve the social, economic and environmental well-being of the Ickenham Neighbourhood Area (INA), for the benefit of Ickenham's residents, businesses and the public at large.

### **4. Powers**

In addition to its objectives, the Forum may:

- 4.1. Invite and receive contributions and raise funds where appropriate, to finance the work of the Forum, and to open a bank account to manage such funds;
- 4.2. Publicise and promote the work of the Forum and organise meetings, training courses, events, seminars etc.;
- 4.3. Work with groups of a similar nature and exchange information, advice and knowledge with them, including co-operation with other voluntary bodies, charities, statutory and non-statutory organisations;
- 4.4. Employ staff and volunteers as are necessary to conduct activities to meet the objectives of the Forum (the Forum cannot remunerate Forum members beyond reasonable travel and subsistence expenses);
- 4.5. Take any form of action that is lawful, which is necessary to achieve the objectives of the Forum, including taking out any contracts which it may see fit.

### **5. Membership**

- 5.1. The Forum will comprise at least 21 individuals who live, work or own land in the INA or who are elected councilors for the five Wards in the London

Borough of Hillingdon that fall within the INA (list of Forum members at Annex C).

- 5.2. Membership is open to all individuals who live or work in the INA. It is also open to individuals who are elected councilors for the five Wards that falls within the INA. Membership shall be drawn from different parts of the INA and different sections of the community. The Membership Secretary will keep a record of all registered Members.
- 5.3. Members shall be accepted by the Forum; resignations from membership shall be received by the Forum.

## **6. Administration**

- 6.1. The Forum shall be administered by a Committee consisting of at least 8 elected members. The Officers of this Committee shall be the Chairman, Vice Chairman, Membership Secretary and Treasurer. A quorum will consist of 5 members of the Committee.
- 6.2. The Officers and Committee members shall be elected annually by the membership and their terms of office shall commence with the declaration of election results at the Annual General Meeting. Nominations should be submitted in writing 14 days before the date of the Annual General Meeting. If insufficient nominations have been received to fill the vacancies, the Chairman of the meeting may at his or her discretion, take nominations from the floor.
- 6.3. The electorate shall consist of all registered members of the Forum and voting will be conducted at the Annual General Meeting.
- 6.4. All Committee Members shall be eligible for re-election upon completion of their term of office.
- 6.5. The Committee shall have the powers to co-opt Committee members as required to lead specific work packages.
- 6.6. Committee Members will be required to submit a basic declaration of interest form, all of which will be made publically available on request.

## **7. Meetings**

- 7.1. The first Annual General Meeting shall be held roughly one month after formal designation of the Forum by the London Borough of Hillingdon. The second and subsequent AGMs will be held annually in April. Notice in writing of the Meeting shall be given at least twenty-eight days prior to the event.
- 7.2. An Extraordinary General Meeting may be convened at the request of the Committee or at the request of one-third of the membership with prior written notice furnished to the membership at least twenty-eight days before the



Meeting. A quorum of such a meeting shall consist of not less than 50% of the membership. Decisions at the meeting shall be by simple majority.

7.3. The Constitution shall be amended only at an AGM or EGM if three-quarters of those attending and voting, vote for such an amendment. The Chairman of the meeting shall have a casting vote or a second vote.

7.4. The Committee shall meet quarterly (with additional meeting as required), with minutes taken including the recording of all decisions. Decisions will be voted on and approved by a simple majority of those present (provide a quorum is present). Minutes will be approved at the next meeting and then displayed online.

7.5. Details of committee meeting will be publicised at least one week in advance and all existing and prospective Forum members are welcome to attend.

7.6. Committee meetings will routinely include reports from Officers and co-opted members leading specific work packages.

## **8. Finance**

8.1. The income and property of the Forum, however derived, shall be applied solely towards achieving the objectives of the Forum as defined in paragraph (3) above.

8.2. The Committee or the Treasurer on its behalf shall keep proper books of account to be kept with respect to all sums of money received and expended by the Forum and the matters in respect of which such receipts and expenditures take place.

8.3. Once at least in every year, the Forum's accounts shall undergo an independent examination a suitably by qualified person. The results of this examination shall be presented to the members of the Forum.

8.4. Financial decision making will be devolved to the Committee, with all spending decisions, (including applications for funding) to be approved by a simple majority of committee members present at a committee meeting (provided a quorum is present).

## **9. Dissolution**

The Forum may be dissolved by a resolution passed by not less than three-quarters of those members present with voting rights at either an Annual or Extraordinary General meeting called for the purpose and for which twenty-eight days prior notice has been given in writing. Such a resolution may give instructions for the disposal of any assets held by the Forum after all debts and liabilities had been paid, the balance left to be transferred to some other institution or institutions having objectives similar to those of the Forum.

## **10. Duration of the Forum**

The duration of the Forum is 5 years from the date that the Forum is designated by the London Borough of Hillingdon. The Forum can apply to the London Borough of Hillingdon for re-designation for a further 5 years in 2021.

## **11. The Constitution**

Anything not provided by this Constitution shall be decided by the Committee.

## Annex C

### List of Neighbourhood Forum members

The following 149 people have signed up to join the Forum. Where a preference for involvement on a specific theme has been expressed, those people have been tentatively grouped into working groups. (B) indicates local business people (C) indicates local councilors

#### General Members

Richard Piper  
Shelia Jones-Owen  
Fiona Ryan  
Lorraine Shepherd  
Alison Ramsdale  
Margaret Slatford  
Rose Brenton  
Christine Rohan  
Jacqueline Prosvic  
Claire Gardner  
Nick Alford  
Chris Hill  
Diana Hill  
Jenny Eddington  
Will Gardner  
Frank Poole  
Steve Utterson  
Mark Doney  
Geraldine Doney  
Peter Smyth  
Leslie Smyth  
Roger Oldfield  
Stephanie Oldfield  
Mark Morrish  
Jill Watson  
Anne-Marie Drinkwater  
Stephanie Smith  
Reena Shah  
Dev Shah  
David Reid  
Geoffrey Bridger  
Robert Mclean  
Carol Humphries  
David Sexton  
Jason Goodings (B)  
Maria Mowberry  
Alan Williams  
T Lemon  
Hilary Parker  
Karen Hampshire  
John Pearson  
Zachary Hampshire

Michael Davey  
Richard Clayton  
Shruti Clayton  
Chris Mountain  
Rosie Mountain  
Grace Eminton  
Martin Clarke  
Chris Clarke  
Joanne Curle  
Graham Allmark  
Diane Allmark  
Kathy Harvey  
Richard Dalton (B)  
Elizabeth Lygo  
Andy Moreton  
Jill Cassidy  
Geoff Rousell  
Lynn Bennett  
Pat Hooper  
Robin Hooper  
Margaret Walker  
Darren Walker  
John Hensley (C)  
Janet Smith  
Janet Sorenson  
Danny Doogan  
Maxine Smith  
John Rowe  
Stephane Perraut  
Ben Beadle  
George Przybyla  
Doug Neilson  
Jacqueline Trease  
Juliet Morris  
Brian Adams  
Scott Wells  
Carine Peiser  
Caroline Jones  
Alec McCutcheon  
Jo Legg  
Gerry James  
Elisabeth Tilbury  
Richard Boyes

#### Built Environment working group

Alan Dearsley  
Alisha Lad  
Fiona Brown  
E Back  
Maureen Farral  
Christine Harris  
Diana May  
Steve Reay  
Margot Barnikel

#### Heritage working group

Dharmista Lad  
John Bent  
Joan Waters  
Ros Webber  
Denise Booth (B)  
Steve Booth (B)  
Sue Crane  
David Crane  
Simon Bowles

#### Local business working group

Anna Lowiec  
Zena Woodstock (B)

#### Green Spaces working group

Susan Sweeting  
Elizabeth Dearsley  
Mrs L Asokan  
Pauline Cramp  
Rachel Evans  
Sara Di Cranci  
Iran Adil-Smith  
Rosemary Bennett  
Debbie Valman

