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**Norwood Forum Committee**

**Monday 6 September 2021 at 6:30pm**

**The Hope pub, Norwood High Street, SE27 9JS**

**(Community Room)**

**Minutes**

**Present:** Anne Crane (AC), Jane East (JE), Kim Hart (KH) (Chair), Gloria Orosungunleka (GO), Noshir Patel (NP) (Treasurer) and Philip Virgo (PV)

**Also present:** Councillor Jackie Meldrum (JM); Tim Stephens (TS) (Administrator)

**Apologies for absence:** Gerry Evans (GE)(Lambeth Council)

Kim Hart in the Chair

**Declarations of interest**

None.

1. **Notes of last meeting: Monday 16 August 2021**

Approved.

1. **Norwood Forum Action Plan 2021-22**

Planned activities were reviewed and an annual calendar of meetings, activities, and events

produced as follows (see also calendar at end of minutes):

Committee meetings (first Monday in the month where possible, at 6:30pm):

In person at The Hope (two hours): 1 November 2021, 10 January 2022, 7 March, 9 May and 4 July

Zoom (one hour): 4 October 2021 (apologies from NP & PV), 6 December, 7 February 2022, 4 April and 6 June

AGM: provisional date: Saturday 25 June 2022

Community Conversations

Agreed to hold four as follows:

Climate Change Community Conversation: second week of November, preferably at the SLT (KH to organise), to tie in with COP26 (31 October – 12 November 2021).

Speakers would include:
- Lambeth Climate Change Assembly (Action Plan currently being drafted); link with Lambeth officer Hannah Johnson: JM
- A school (Elmgreen etc:) and younger people (PV)

- Others to be identified
Input from JE. Event to be filmed if possible.

February 2022 Community Conversation: topic to be determined

April 2022 Community Conversation: local elections hustings

June 2022 Community Conversation: AGM

Forum Community Grants (see written report from JE)

Noted that 2021-22 Budget includes provision for four £300 grants.

Framework approved, subject to:

Add to criteria a statement that applicants should be prepared to answer any further follow up questions as necessary: JE & KH.

Timeline:
December 2021: promote community grants scheme on website, in newsletter etc.
January 2022: launch
31 January 2022: closing date for applications. TS prepares summary
7 February 2022: committee decides allocation of four £300 grants.
25 June 2022 AGM: presentations by grant recipients

Community Safety Partnership (see written report from PV)

Approved the following guiding pointers for period up to Christmas:

* Helping publicise the currently HBD Social Prescribing event on the Tulse Hill estate in October.
* Helping to organise an event and/or ZOOM in support of the Lambeth Wellbeing plans for Gipsy Hill (sometime in the period to November).
* Helping to organise a ZOOM on work experience opportunities in co-operation with Lambeth Made, S2S and Local Schools (sometime in the period to November).

PV to procure/produce necessary publicity and liaise with KH to share it.

Achievements to be reviewed in January 2022.

Wild Norwood (26 November – 12 December 2021) (see written outline plan for outreach sent prior to meeting)

Outline plan approved, including possible expanded promotion (also take advantage of any sponsorship possibilities: KH
All Committee members to participate through producing a window display and promoting the festival to neighbours and networks to do likewise. KH to share resources pack, for inspiration.

Blue Plaques

Not discussed due to lack of time.

Equality Diversity & Inclusion: our policy, language, young people – specific actions (see minutes from last meeting)

Not discussed due to lack of time. To be taken forward via email conversations; views to KH.

Issues are set in in the annex to these minutes: the extract from the minutes of 16 August 2021 meeting.

15min Norwood Sustainable September (see written report sent prior to meeting)

All to submit articles and links to relevant stories and initiatives asap.

Website and comms – who/what/where/when

Not discussed due to lack of time.

Next meeting: Monday 4 October 2021 at 6:30pm (Zoom)

The meeting ended at 8:35pm.

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| **Action Points not allocated to a particular meeting {last date discussed}** | **Who** | **When** |
| 1. Small parcels of land: Assets of Community Value {24.02.21}
* Need to proceed
* Suggestions on areas of land
 | JMAll  |  |
| 1. Streetworks: finishing the Norwood Road phase and a statement on the future of the Tulse Hill gyratory removal project. {28.04.21}
 | KH/NP/JM/TS  |  |
| 1. Naming the Station Rise to Norwood Road alley way: competition with Elmgreen School. ACr: note on street naming principles NP: consider competition {28.04.21}
 | ACrNP  |  |
| 1. Treasurer reports {02.06.21}
 | NP  |  |
| 1. Planning applications {02.06.21}
 | ACr  |  |
| 1. CSP: eat around the world: developed idea {06.09.21}
 | PV  |  |

**Annual calendar - meetings, activities, events and due reports**

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| When | Event etc | Who |
| 4 October 2021Monday 6:30pm | Zoom Committee meetingIncludes reports on:* Equality, Diversity and Inclusion
* Blue Plaques and heritage issues
* Sustainability September
* Website and comms
 | KH/GOTSKHKH |
| 1 November 2021Monday 6:30pm | Committee meeting @ The HopeIncludes:- report on Wild Norwood  | KH |
| second week of November | Climate Change Community Conversation: to tie in with COP26 (31 October – 12 November 2021)Organise and venue (SLT)Lambeth Climate Assembly action plan and input Input ideasSchools and younger people involvementNorwood Planning Assembly involvement | KHJMJEPVACr |
| 26 November - 12 December 2021 | Wild Norwood | KH and all |
| December 2021 | Promote community grants scheme: website/newsletter/ etc | KH/TS |
| 6 December 2021Monday 6:30pm | Zoom Committee meeting |  |
| January 2022 | Launch community grants scheme | KH/TS |
| 10 January 2022Monday 6:30pm | Committee meeting @ The HopeIncludes:* review of CSP pre-Xmas activity
* review of Wild Norwood
 | PVKH |
| 31January 2022 | Closing date for community grants scheme | TS |
| 7 February 2022Monday 6:30pm | Zoom Committee meetingIncludes decisions on community grants | All |
| 7 March 2022Monday 6:30pm | Committee meeting @ The Hope |  |
| 4 April 2022Monday 6:30pm | Zoom Committee meeting |  |
| 9 May 2022Monday 6:30pm | Committee meeting @ The HopeIncludes prep. for AGM | KH/TS |
| 6 June 2022Monday 6:30pm | Zoom Committee meetingIncludes final prep. for AGM | KH/TS |
| 25 June 2022Saturday 1pm? | AGM – in personIncludes presentations by community grant recipients | All |
| 4 July 2022Monday 6:30pm | Committee meeting @ The HopeIncludes:* GDPR and data protection: annual review
 | KH/TS |

Annex

Equality Diversity & Inclusion: our policy, language, young people – specific actions (extract from minutes of 16 August meeting)

**Equality, Diversity and Inclusion (EDI)**

* Check on completion of LFN EDI monitoring form and chase as necessary: KH
* Write a policy: KH will obtain sample policy from LFN, GO agreed to adapt and draft version for Norwood Forum
* LFN benchmark: how the Norwood Forum committee reflects our community – discussion on language and age – see below for specifics
* EDI stats at Ward level - review Census 2021 data once published: KH

**EDI - Language**

* Language as a barrier: case by case basis – typically older generation in some communities lack English skills. Noted that for Yoruba speakers, English widely spoken by this community
* Continue/increase website signposting of translated verified information and events in languages other than English. (already on website: [www.norwoodforum.org/information-60-languages](http://www.norwoodforum.org/information-60-languages) - in process of being updated).
* What else could be added/what is missing on website.
* How to make our web resource more widely known? Trusted community leaders, sewing groups (women can be excluded from information in some communities), schools to parents (children can be most proficient English speakers in a family).
* To include deaf and sight-loss (already on website: [www.norwoodforum.org/deaf-and-sight-loss-support](http://www.norwoodforum.org/deaf-and-sight-loss-support)) – same questions as above – what is missing, how to make the resource more widely known.

**EDI – Young People**

* Even without latest Census stats still possible to identify that the committee lacks the young person’s voice
**Ideas:**
* IA had two young people who might be interested in joining the committee and will follow this up: IA
* Approach schools - young journalists commissioned to write for Norwood Forum – article/blog posts: KH has school contacts via art teachers, PV has contacts via CSP project: Action – KH to liaise with PV to write to schools
* Approach Young Labour, Young Conservatives, and other young people’s political groups to join committee.
* CSP ambition – link young people to training to build and maintain young people’s information platform. Possible funding from the new providers of fibre broadband and in conjunction with Station to Station – part of their new business plan (following successful referendum): Action – ongoing – CSP full report on proposals for the coming year will be presented at the next committee meeting
* Could Station to Station promote training opportunities for young people with local businesses?

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