****

**Norwood Forum Committee**

**Monday 4 October 2021 at 6:30pm**

**Zoom meeting**

**Minutes**

**Present:** Anne Crane (AC), Jane East (JE), Kim Hart (KH) (Chair), Gloria Orosungunleka (GO)

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

**Apologies for absence:** Noshir Patel (NP) (Treasurer) and Philip Virgo (PV); Gerry Evans (GE)(Lambeth Council)

Kim Hart in the Chair

**Declarations of interest**

None.

1. **Notes of last meeting: Monday 6 September 2021**

Approved.

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

Equality, diversity and inclusion (see annex to draft notes of previous meeting):

Examples of EOPs were to be provided by the LFN; KH would share with GO so a way forward could be drafted. Report to next meeting

Website and comms.:

KH to prepare for workshop on review of both website and comms. This would include a user engagement survey of website content (say 10 key questions) by nominated user contacts. All to consider issues to be covered and identify a few possible contacts to use for the review.

Search function: had been installed but had now dropped off the website: KH to chase.

Covid-19 was being reviewed, the Streetworks link might be removed given its lesser prominence and a new sustainability section including the info. posted in September.

1. **Sustainability September: report back**

Daily website and social media posts had garnered much interest and led to a number of new contacts. KH to review information used and received, consider a new section on the website and report further to November meeting.

1. **Climate Change Community Conversation**

KH had booked the South London Theatre (the main auditorium) for the Climate Change Community Conversation on Saturday 6 November 2021 (4:30-6:30pm, including set up and take down). The provisional intention was to focus on the micro-local level of activity through the key issues of Reuse, Recycle and Renew through a panel discussion with Q&A. How individual people can make a difference. Contact had also been made with six local schools.

The following ideas for Panel members and other factors for conduct of the event:

* Introduction section: JE contact at Christian Aid could do pre-recorded video: Alison Doig to set context. Or someone local via COP26 London hub.
* Emmaus and local charity shops
* Lambeth Friends of the Earth
* Attract a more representative range of people (not just white, middle class), motorists etc through reaching the black and ethnic communities.
* Norwood groups
* Strong focus on young people
* Norwood School: challenging speeding on Crown Dale – sixth form class could be approached.
* Car clubs: Zipcar? – a local user
* How to recycle without mobility or transport; e.g. clothes bags
* Lambeth Council and Serco (new refuse/recycle contractor): opportunities to recycle. 25% level being achieved locally, higher than at many other local authorities. Publicity material and website. Jason Prentis.
* Community TechAid
* Right to repair movement
* Repair parties (Crystal Palace)
* A list of businesses etc. that provide services
* Library of Things
* Market place as well as panel
* Home heating: alternatives to gas central heating, e.g. heat exchanger.
* The green home government initiative (relaunch expected): e.g. through a local resident who has undertaken a green home upgrade with economic benefits.
* Retraining courses
* Air quality: new Lambeth Council lead?
* Councillor Jackie Meldrum: public greening responsibilities, WRWA member.
* After Panel discussions, a wrap required.

Format: will emerge through discussion and planning of sessions, but likely KH will introduce and windup and each session will have a chair/facilitator.

Conversation to continue by email as a matter of urgency, mapping out the session - the event is less than five weeks away. Friday’s newsletter would include a reservation link (need to control numbers). Hold a further zoom meeting, if necessary.

1. **Community Safety**

Not discussed in absence of PV, noting content of PV email sent to all on 1 October 2021.

1. **Planning applications and pre-applications**

111-119 Knollys Road: these semi-detached houses with long back gardens had been put up for sale as a residential development. A local campaign was building against any over-development. A planning application had yet to be submitted. JM was in contact with the lead resident on the policy context.

Knollys Goods yard: there was local rumour that proposals for development of this site for residential development were again being formulated, with a developer thought to be at pre-application stage discission with planning officers.

Article 4 direction: this Lambeth Council proposal would remove developer rights to convert offices, shops etc. (vacant for three months or more) to residential without the need to seek planning permission in West Norwood town centre, the KIBAs and creative cluster areas. However, it would not take effect until August 2022. ACr had submitted views on behalf of NAG and Norwood Forum, and KH had also commented. Most of the three wards would not have any protection from the government relaxation of planning rules.

Prior approval applications: representations to be made to Lambeth Planning officers to seek consultation on all such applications so that local people’s knowledge is accessed in deciding such applications.

1. **Heritage issues** (see written report)

No update needed on written report. On the Cemetery visitors centre: All to consider proposals and submit urgently any views to [info@norwoodforum.org](mailto:info@norwoodforum.org). TS to draft representations based on views of ACr already provided to all by email following her site visit: appearance, access and safety (especially at night).

1. **Streetworks: progress report**

Fortnightly meetings continued.

Resurfacing of sections of Norwood Road (Herne Hill to West Norwood stations): an in-person stakeholder meeting had now been held with Lambeth officers, Station to Station, West Norwood Feast and JM. Lambeth officers had taken away several points and were to confirm the dates in November (overnight working: eight nights). Communications (digital and letter) would then be sent by Lambeth, Ringway (the contractor), Norwood Forum and Station to Station. KH to update Committee as soon as possible.

1. **Treasurer’s report**

Not discussed in absence of NP.

1. **Other business**

Sustainability event - Speaking up for the planet: Saturday 9 October 2021 (9:45-5:45pm – see website for further detail: <https://www.norwoodforum.org/events/speak-climate>) at Herne Hill Baptist Church Hall, Half Moon Lane, SE24. Speakers and stalls. Norwood Forum would share a stall with Norwood Action Group. Busy period expected to be 12:15-1pm – between speakers. Volunteers needed for whole day: KH to email all so a rota can be produced (JE could cover beginning and end of day).

Intermediary zoom meetings: in future would have a more limited catch-up focus.

The meeting ended at 7:45pm.

|  |  |  |
| --- | --- | --- |
| **Other Action Points {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 | JM  All |  |
| 1. Streetworks: finishing the Norwood Road phase {04.10.21} | 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} | ACr  NP |  |
| 1. Treasurer reports {02.06.21} | NP |  |
| 1. Planning applications {04.10.21} | ACr |  |
| 1. CSP: eat around the world: developed idea {06.09.21} | PV |  |
| 1. Equality, diversity and inclusion: develop EOP {04.10.21} | KH/GO |  |
| 1. Website and comms review workshop {04.10.21} | KH |  |
| 1. Sustainability September and website sustainability section {04.10.21} | KH | 01.11.21 |
| 1. Climate Change Community Conversation (06.11.21): further discussion to finalise and plan sessions {04.10.21} | All  KH | 01.11.21 |
| 1. Prior approval applications: seek consultation {04.10.21} | TS/ACr |  |
| 1. West Norwood Cemetery visitors centre: views {04.10.21} | All  TS |  |

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

|  |  |  |
| --- | --- | --- |
| When | Event etc | Who |
| 1 November 2021 Monday 6:30pm | Committee meeting @ The Hope Includes:  - report on Wild Norwood  - Climate Change Community Conversation (06.11.21) plans | KH |
| 6 November 2021 4:30-6:30pm | Climate Change Community Conversation at SLT  Note: COP26 (31 October – 12 November 2021) Organise Lambeth Climate Assembly action plan and input  Input ideas Schools and younger people involvement Norwood Planning Assembly involvement | KH  JM  JE  PV  ACr |
| 26 November - 12 December 2021 | Wild Norwood | KH and all |
| December 2021 | Promote community grants scheme: website/newsletter/ etc | KH/TS |
| 6 December 2021 Monday 6:30pm | Zoom Committee meeting |  |
| January 2022 | Launch community grants scheme | KH/TS |
| 10 January 2022 Monday 6:30pm | Committee meeting @ The Hope Includes:   * review of CSP pre-Xmas activity * review of Wild Norwood | PV  KH |
| 31January 2022 | Closing date for community grants scheme | TS |
| 7 February 2022 Monday 6:30pm | Zoom Committee meeting Includes decisions on community grants | All |
| 7 March 2022 Monday 6:30pm | Committee meeting @ The Hope |  |
| 4 April 2022 Monday 6:30pm | Zoom Committee meeting |  |
| 9 May 2022 Monday 6:30pm | Committee meeting @ The Hope Includes prep. for AGM | KH/TS |
| 6 June 2022 Monday 6:30pm | Zoom Committee meeting  Includes final prep. for AGM | KH/TS |
| 25 June 2022 Saturday 1pm? | AGM – in person Includes presentations by community grant recipients | All |
| 4 July 2022 Monday 6:30pm | Committee meeting @ The Hope  Includes:   * 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?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_