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**Norwood Forum Committee**

**Monday 1 November 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:** Su McLaughlin (SMcL); Sarah Coyte (SC)(Lambeth Council)

Kim Hart in the Chair

**Declarations of interest**

None.

1. **Notes of last meeting: Monday 4 October 2021**

Approved.

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

The following activities and events were added:

Working in partnership with Station to Station and West Norwood Feast, £20k Welcome Back funding had been obtained. This is to fund six months of activities:

Winter Festival

* Window Wanderland 27 November – 12 December (funding the street trail, workshops and community window displays in West Norwood Library and Picturehouse)
* Station to Station Odd One Out competition 3 – 19 December
* Feast Weekender: 3, 4 and 5 December – which will include:  
  3 December – After School Family Fun

4 December – Christmas Gift Market

5 December – West Norwood Feast

The Forum will have an input into all of the above.

There had already been a Halloween Trail on 31 October.

Winter Festival publicity  
There will be an A5 leaflet to be handed out at Feast on Sunday 7 November and a more detailed four page leaflet will be door dropped to 20,000 local households around 22 November.  
All of this will be complimented with social media posts by the three organisations, other friendly organisations and media outlets, and Lambeth Council.

Spring Festival

* January - March 2022 (programme to be confirmed)

Additionally, PV under the Forum’s Community Safety Partnership initiative is working on a project potentially involving young people/a newsletter for Northwood Group Practice/ a listing of young people’s winter holiday activities - a version of which might be included with the Winter Festival leaflet door drop. Ruth Vidal-Tunkara, the local Link Worker, based at the Herne Hill Group Practice is also involved.

Noted that there were few firework displays this year; web story to be published on any details found: TS. All to send in details of displays. {update: the few that are running, are sold out}

Equality, diversity and inclusion (see annex to draft notes of previous meeting): examples of EOPs from the LFN were awaited.

Website and comms.: KH would prepare for a future workshop on review of both website and comms. All to consider issues to be covered and identify a few possible contacts to use for the review.

1. **Sustainability September: report back**

30 daily website and social media posts by KH had garnered 30k plus social media interactions.

1. **Climate Change and Us - A Community Conversation** (see previously circulated report)

Further to the ideas discussed at the last meeting, the Committee reviewed the circulated draft programme and publicity material (previously circulated) for that Saturday’s Community Conversation at the South London Theatre (from 4pm for cttee members; public event: 4:30-6:30pm. There are 31 bookings so far and we are aiming for a capacity of around 50.

The event would discuss the local response to climate change through the key issues of Reduce, Reuse, Recycle and Our Environment.

All Committee members were asked to attend to support (and make their own booking [here](https://www.eventbrite.co.uk/e/climate-change-and-us-tickets-188378032767)) and roles would be finalised by email over the remaining few days (apologies from NP, PV and possibly ACr).

In addition to the draft programme, Incredible Edible Lambeth would attend to present on their Grow Back Greener on Estates project and facilitate one discussion. GO would facilitate on discussion. IA was to attend with two young adults from Rathbone, and it was hoped they would speak.

Air quality monitoring was to be discussed. A contact of a car club user was needed, and a contact at Norwood School – contacts made via the Southwark Metals campaign would be pursued. The provision of refreshments was discussed – KH to follow up {KH can confirm this has now been organised}.

West Norwood Feast stall, Sunday 7 November 2021: KH would produce a rota through email. Leaflets for Wild Norwood and the Winter Festival would be available, together with a sign-up sheet. NPA could be invited to provide information and/or attend, though it was uncertain how much table space was to be made available. A stall at December Feast was also to be staffed.

1. **Community Safety** (see previously circulated report)

The report covered social prescribing, the Lambeth Wellbeing “Tulse Hill Project”, Work Experience and Christmas Patient Newsletters, recruitment of Local Care Workers, and the Lambeth Summer camp and follow up. The possibility of a public meeting bringing together in person all the local stakeholders in early 2022 was discussed.

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

ACr had complained to Lambeth about unauthorised works at both 339 Norwood Road / 3 Thurlow Park Road and Dalton Street. Such illegal activity was likely to continue unless proactive enforcement action was undertaken in the three wards. Activity had been observed at the former betting shop at the Tulse Hill gyratory. {Update Charlotte Ashworth from Station to Station subsequently confirmed the unit will now be an estate agent. It is understood this will break the chain on permitted use for gambling}.

Further to the discussion at the previous meeting, in addition to general planning applications that Norwood Forum already receive, Lambeth Planning would be asked to notify us on all determinations of prior approval applications, certificate applications and all those seeking discharge of conditions or for reserved matters approval.

Streetworks: KH advised that TfL had not responded to the request from Dan Thomas (our Streetworks Lambeth Officer) for a meeting on the gyratory street lighting. Lambeth had not provided revised plans and final dates on resurfacing sections of Norwood Road from Herne Hill to West Norwood stations, though this is provisionally scheduled for November this year.

1. **Treasurer’s report**

NP reported a balance of just under £8k, after liabilities, with an additional £9K held on behalf of Streetworks.

1. **Other business**

Remembrance Sunday wreath: Rev. Jonathan Croucher (Vicar Christ Church Gipsy Hill and Area Dean) had suggested Norwood Forum provide a wreath at this year’s Vincennes Me

morial Remembrance Sunday service (Sunday, 14 November), with a focus on the remembrance of citizens killed during the world wars. Both he and PV had offered to meet the costs. Participation would hopefully facilitate involvement with other groups. After discussion it was agreed:

* To accept the kind offer from Rev. Jonathan Croucher for Norwood Forum to lay a wreath this year
* That the Forum would pay for the wreath
* That PV would represent Norwood Forum at the ceremony.
* That a decision on next year be taken in 2022, including at which memorial.

TS to circulate link to last year’s web stories which had garnered a great deal of local interest, and publish a similar story this year.

The meeting ended at 8:23pm.

Next meeting: Monday 6 December 2021 (6:30pm) on Zoom.

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| **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} * Tulse Hill gyratory lighting | 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 {01.11.21} | NP |  |
| 1. Planning applications {01.11.21} | 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. Prior approval applications, certificate applications and all those seeking discharge of conditions or for reserved matters approval.: seek consultation {01.11.21} | TS/ACr |  |
| 1. West Norwood Cemetery visitors centre: views {04.10.21} | All  TS |  |
| 1. Remembrance Sunday wreath (13.11.22) {01.11.21} | TS |  |
| 1. Winter Festival (03-05.12.21) {01.11.21} | KH  All |  |
| 1. Spring Festival (Jan-March 2022) {01.11.21} | KH  All |  |

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

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| 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 |
| 13 November 2021 | Remembrance Sunday wreath: Vincennes Memorial | KH and PV |
| 26 November - 12 December 2021 | Wild Norwood | KH and all |
| Friday3 – Sunday 5 December 2021 | Welcome back events: inc. Family disco etc | KH and all |
| 6 December 2021 Monday 6:30pm | Zoom Committee meeting; inc. decisions on conduct of community grants scheme |  |
| December 2021 | Trail community grants scheme: website/newsletter/ etc | KH/TS |
| January 2022 | Promote and 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 |
| January – March 2022 | Spring Festival | KH & all |
| 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?

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