****

**Norwood Forum Committee**

**Monday 16 December 2021 at 6:30pm**

**Zoom meeting**

**Minutes**

**Present:** Ibtisam Adem (IA), Kim Hart (KH) (Chair) and Philip Virgo (PV)

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

**Apologies for absence:** Anne Crane (AC), Jane East (JE), Gloria Orosungunleka (GO),

Noshir Patel (NP) (Treasurer)

Kim Hart in the Chair

**Declarations of interest**

None.

1. **Notes of last meeting: Monday 1 November 2021**

Approved.

1. **Community Grants and Gipsy Hill Health & Wellbeing Hub and the West Norwood Neighbourhood Working Pilot** (see report circulated with the agenda)

In discussion on the Gipsy Hill Health & Wellbeing Hub, the following issues arose:

* The application criteria to be applied in addition to that spelt out in the report, would be agreed between the Forum and Lambeth officers. A Sub-Committee would be needed to operate the scheme.
* Applications could include those seeking initial funding for a scheme which would aim to attract later funding to continue the operation of the project concerned.
* Awarded grants must be to the benefit of the Gipsy Hill community, but the definition of “Gipsy Hill” was flexible and not constrained by ward boundaries, might include organisations based outside but providing a service to the area, and also could include services also benefiting people living over the Borough boundary.
* Similarly, the definition of health and wellbeing was wide ranging and would need to be applied flexibly. A draft list of target groups was being finalised.
* NHS Group Practices, the link worker and Friends of Gipsy Hill would all be approached to promote the scheme and consider making applications.
* Grants of up to £5,000 would be available but applications for minor sums would also be welcome.
* The existing Forum community grants scheme could pick up unsuccessful applications made under the proposed new scheme.
* The Forum would receive a management fee for the work and it would be for those concerned to decide if they wished to be paid a fee for their work on the sub-committee (in accordance with the requirements of the Forum’s Constitution).

Agreed:

1. To agree to take up the management role of running the Gipsy Hill Health & Wellbeing fund.

2. In light of this development, to postpone the Forum Community Grant scheme until the Spring 2022.

1. **Climate Change and Us - A Community Conversation: report back** (see report circulated with the agenda)

The meeting had been well attended and attracted many people not seen previously at Forum public meetings. A further meeting of the organising group would be held in the new year.

The new Environment Act 2021 had passed into law; the accompanying regulations were now awaited.

The Plastic Mountain mural had been unveiled at Knowles of Norwood the previous day at West Norwood Feast.

1. **Other business**

Clear Channel display unit planning applications

JM enquired whether Norwood Forum was submitting objections on two advertising panel applications. Details would be sent through for consideration.

Windsor Grove: Southwark Metals appeal

KH reported on the number of meetings held by the campaign group to decide how best to be involved in the formal appeal process and the professional support required. Publicity would shortly be undertaken to encourage local people to make comments before the deadline of 14 December and contribute to a fighting fund. Lambeth was being asked to hold the public appeal hearing at The Portico.

Welcome Back fund

The Winter Festival was proceeding well. Ideas would be sought from committee members for the Spring Festival 2022, with PV suggesting a theme of the Parliament of Fowls and a second leaflet drop around peak depression day in February. A further walks programme is being discussed in the light of the success of the Wild Norwood walks.

Wild Norwood 2021

The Festival was well underway with all pre-booked walks near to or actually full. Four walks would be held in the following week:

<https://www.norwoodforum.org/wild-norwood-2021-walks-and-events>

Committee members were encouraged to make and register a window display if not already completed and register to attend the walks where spaces remained.

Station to Station: Shop Local Party Local leaflet

PV was thanked for arranging, on the behalf of the Forum and the Norwood Community Safety Partnership, the inclusion in the leaflet of two pages of local social activities for parent and toddlers, children, young people and adults. The leaflet had been delivered to 20,000 addresses.

Xmas grant

The Norwood Pensioners Group is just recommencing its activities and had not approached the Forum about support for their Xmas activity. Sarah, landlady at The Hope, was organising Xmas dinner packages for local needy families with children at a local school. Donations were being collected from shops and individuals. It was agreed to donate £100 to this cause and offer publicity support if this was needed.

Xmas social

A reminder of the opportunity to attend the social event to be held by West Norwood Feast at The Portico this coming Friday.

The meeting ended at 7:21pm.

Next meeting: Monday 10 January 2022 (6:30pm) at The Hope.

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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}   No response; chased 19.11.21 | All  TS |  |
| 1. Winter Festival and Wild Norwood 2021 (03-05.12.21) {06.12.21} - report back | KH  All |  |
| 1. Spring Festival (Jan-March 2022) {01.11.21} | KH  All |  |
| 1. Gipsy Hill Health & Wellbeing fund (Jan-March 2022): establish working arrangements and vet applications {06.12.21} | KH  NP  All |  |
| 1. Pay Xmas grant (£100) to The Hope {06.12.21} | NP |  |

**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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