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**Norwood Forum Committee**

**Monday 9 May 2022 at 6:30pm**

**The Hope, 49 Norwood High St., West Norwood, SE27 9JS**

**Minutes**

**Present:** Jane East (JE), Kim Hart (KH) (Chair), **Gloria Orosungunleka** (GO) and Philip Virgo (PV)

**Also present:** Tim Stephens (TS) (Administrator)

**Apologies:** Ibtisam Adem (IA), Anne Crane (AC) and Noshir Patel (NP) (Treasurer); Councillor Jackie Meldrum (JM); Sarah Coyte/Richard Davis (Lambeth Council)

Kim Hart in the Chair

**Declarations of interest**

None.

1. **Notes of last meeting: Monday 4 April 2022**

Approved.

Matters arising: sites 18 & 19: Draft Site Allocations Development Plan Document

Stakeholder Group: KH to press for early meeting to plan next steps {and as at last meeting, KH to work up draft statement and ACr the FoI}.

Woolbro Homes application: KH to chase again on meeting with developer.

1. **Lambeth Council election hustings and results**

KH reported on the considerable administrative work (venues, dates, times, publicity, and ground rules) undertaken to organise and conduct the well-attended three hustings held as follows:

20 April 2022: West Dulwich ward: Aspire Centre: Chair: Keith Edmonson, Aspire manager

25 April 2022: Knights Hill ward: St. Luke’s Church: Chair Rev. Donald Davis

28 April 2022: Gipsy Hill ward: Emmanuel Church and Community Centre; Chair: Jonathan Croucher

Each hustings had focused on different local issues as well as issues of commonality. The lack of contact details for and timely responses from the parties (including election agents) had caused many difficulties. Some candidates had not been allowed to participate in the hustings, being described as paper candidates and not empowered to address their potential constituents or address questions. Six other hustings had been held in other wards across the borough.

All four local wards were now 100% Labour, and [this website story](https://www.norwoodforum.org/news/09-may-22/lambeth-council-elections-2022-results) had all the necessary information and links, and would be referenced in the next newsletter. KH was making contact with the new cohort of councillors and inviting all to attend the Forum AGM (9 July 2022).

1. **Norwood Forum AGM** (see timeline circulated with agenda)

As already provisionally agreed, AGM to be moved to Saturday 9 July from 1pm at St. Lukes Church. Committee meetings were reorganised accordingly:

13 June at The Hope

4 July (online)

18 July at The Hope

And timeline adjusted.

All new councillors and Marina Ahmed AM had been invited and were expected to attend; unfortunately Helen Hayes MP could not attend this year as she had a prior family commitment.

Also agreed:

* Sites 18 & 19 to be a main topic of discussion, and positive plans arising from the Steering Group discussions would need to be presented to ensure the community understands and agrees with the way forward. Cabinet Member to be invited.
* Speaker: Marina Ahmed AM
* New councillors: introduction
* Norwood Forum community grants scheme: launch (see below)
* Gipsy Hill community grants scheme: say two successful grant recipients to speak

The Committee discussed attracting new committee members and their ideal attributes – especially diversity. Candidates should wish to undertake work on behalf of the local community and run projects to this end. All committee members should encourage relevant contacts to apply. See the amended timeline attached.

It was also acknowledged that forward planning for 2022-23 should include a reflection on achievements for the past year and succession planning.

KH would make further contact as necessary with existing members on their roles going forward.

1. **Community grants**

Gipsy Hill Health & Wellbeing Small Grants Fund: details of all grants schemes were [here on the website](https://www.norwoodforum.org/gipsy-hill-health-wellbeing-small-grants-fund-round-one). Six schemes were now underway. Committee members were asked to promote the imminent [Gipsy Hill wellbeing champion](https://www.norwoodforum.org/news/09-may-22/become-gipsy-hill-wellbeing-champion) (mental first aider) course.

Norwood Forum Community Grants Scheme: JE would review the administrative arrangements, timetable and paperwork in the light of the Gipsy Hill small grants scheme, so the Forum scheme can be launched at the AGM (KH to send details).

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

PV reported on his discussions, planned and underway, on:

* Youth engagement and education outreach programmes for the coming summer
* Access to local health and welfare services as Covid restrictions lift
* Safe access to on-line services, including those of the NHS

No separate meetings are currently planned. Instead the patient, police and wellbeing engagement meetings organised by others with contacts and introductions will be supported.

1. **Treasurer’s report**

No report in absence of NP.

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

No report in absence of ACr.

There was a discussion on the need for members of the planning applications sub-committee to share the burden of commenting preparing objections where this was identified as being necessary.

1. **Other business**

None.

The meeting ended at 8:40pm.

Next meeting: Monday 13 June 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} | 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 {04.04.22} | NP | 13.06.22 |
| 1. Planning applications {04.04.22} | ACr |  |
| 1. CSP:  * Eat around the world: developed idea {06.09.21} * Plans for {09.05.22}: * Youth engagement and education outreach programmes for the coming summer * Access to local health and welfare services as Covid restrictions lift * Safe access to on-line services, including those of the NHS   Meetings as such were unlikely. | PV | 13.06.22 |
| 1. Equality, diversity and inclusion: develop EOP {04.10.21} | KH/GO |  |
| 1. Website and comms review workshop {04.10.21} | KH |  |
| 1. Norwood Forum Community Grants scheme {05.09.22} | JE  KH | 13.06.22 |
| 1. Draft Site Allocations Development Plan: sites 18 & 19campaign etc {09.05.22}: stakeholder meeting  * Draft report * Draft FoI | KH  ACr | 13.06.22 |
| 1. Norwood Forum: geographical area of operation {04.04.22} | All: views to KH |  |
| 1. Norwood Forum AGM (09.07.22): arrangements {09.05.22} | KH & TS | 13.06.22 |
| 1. GDPR and data protection: annual review | TS | 04.07.22 |

**Annual calendar - meetings, activities, events and other due reports: remainder 2021-22**

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| --- | --- | --- |
| When | Event etc | Who |
| 13 June 2022 Monday 6:30pm | Committee meeting @ The Hope  Includes prep. for AGM | KH/TS |
| 4 July 2022 Monday 6:30pm | Zoom Committee meeting  Includes final prep. for AGM | KH/TS |
| 9 July 2022 Saturday 1pm | AGM – in person | All |
| 18 July 2022 Monday 6:30pm | Committee meeting @ The Hope  Planning for 2022-23 | KH  All |

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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