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**Norwood Forum Committee**

**Monday 17 October 2022 at 6:30pm**

**Zoom meeting**

**Minutes**

**Present:** Jane East (JE), Kim Hart (KH) (Chair), Noshir Patel (NP) (Treasurer), Jane Pickard (JP) and Philip Virgo (PV)

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

**Apologies:** Anne Crane (AC) and **Gloria Orosungunleka** (GO) (Vice-Chair); Councillor Jackie Meldrum (JM); Catherine Walsh (Lambeth Council)

Kim Hart in the Chair

**Declarations of interest**

None.

1. **Notes of last meeting:** Monday, 20 September 2022

Approved.

1. **Work programme 2022-23**

Noted the following:

October 2022:

Gipsy Hill Health & Wellbeing Grants Scheme: round 2 – KH to action by end of month
The following Halloween events were being held (not directly involving Norwood Forum, but we are supporting):

Saturday 30 October: free film shows at West Norwood Cemetery with West Norwood Free

Film Festival: Monsters, Inc. (3pm) and Get Out (7pm) – book free tickets here: <https://www.westnorwoodcemetery.org/events>

Monday 31 October: Halloween Trail for children: a Station to Station and West Norwood Feast event; based at Sweet Carolina. Info here: <https://stationtostation.london/event/halloween22/>

November 2022
6 November: West Norwood Feast stall: volunteers needed please!
13November: #COP27Norwood Portico Gallery: all to attend.
KH seeking feedback from Libraries Climate Fair and LBL Climate Change Team, and review actions arising from last year. Cost of living impact would be included. KH to discuss potential topics (three or four required) with JE & JP.
27November: Wild Norwood (runs until Saturday 10 December)
KH is planning opening event in Tivoli Park with Friends of Tivoli Park and Lambeth Parks Norwood Road etc window displays: Jessie Huckin would do shop window displays of plants to be found in West Norwood Cemetery (funding support from Station to Station and Cemetery).
KH would circulate further details once finalised.

WhatsApp group for committee members to be established for easy exchange of ideas: KH.

Safer Neighbourhood Panels:
Noted from PV new West Dulwich SNP (joint with St Martins SNP) to be held on 7 November 2022. PV was working with Ward Councillors to publicise and attract the local community.
If this process worked well it would be replicated with St. Martins SNP.
These two SNPs replace the former Thurlow Park SNP, which PV chaired.
It was thought SNPs were statutorily required bodies acting as a link between the Metropolitan Police ward based Safer Neighbourhood Team and local people, and open to the public to attend. However, for some time local ward meetings have not been publicised. It was considered that Norwood Forum should have a role in these meetings and publicising them to the Norwood community. PV to confirm position. Once confirmed, GO to be asked to attend Gipsy Hill SNP meetings and JE would attend those for Knight’s Hill.
Furthermore, the role of Norwood Forum in Council and NHS community safety and health and wellbeing bodies also needed to be considered.

1. **LFN** **Commissioning Outcomes 2021-24**

EDI form: remaining committee members to complete [here](https://forms.office.com/Pages/ResponsePage.aspx?id=gCfyxF9IB0WvSmCpcdb3_u19MDq-1RZKl3ehlx7xMuJUN0hZNlUzRjZYMTFPQkRSNktHTVRGMkpDSi4u) asap (most attendees had completed before the meeting)

The Committee reviewed the list of organisations and meetings that the Forum is in active contact with, or would like to be in active contact with, and committee members volunteered to attend the following meetings/keep in touch with groups:

Purpose:
To attend to represent the Forum, and report back a summary of each meeting to the committee.

Feedback mechanism:
Simple form to record attendance and feedback three key issues. KH to produce and circulate.

Bodies and representatives:

Lambeth Forum Network – *KH, NP*
Lambeth Biodiversity Network
Friends of various parks –

* Norwood Park – *JP*
* Tivoli Park - *JP*
* Tritton Vale Pocket Garden - *KH*
* Brockwell - *NJ*

Lambeth Air Quality Action Plan Steering Group - *KH*
Lambeth Neighbourhood Champions

Lambeth Safer Neighbourhood Board – *PV chair* (representing LFN: all community forums)

Safer Neighbourhood Panels – ward based:

St Martins – *PV*
West Dulwich – *PV*
Knights Hill – *JE*
Gipsy Hill – *KH to ask GO*
Health and Wellbeing Network Breakfast meetings – *PV/KH*

Friends of West Norwood Health & Leisure Centre & Park – *JP*
Lambeth Thriving Network - *KH*
Lambeth Local History Forum - *TS*

West Norwood Neighbourhood Working Pilot - *KH*Lambeth Community Hub Network – *JP*
Lambeth Food Hub Network - *PV*

Lambeth Voluntary and Community Sector Participation Group - *KH*

Lambeth Prevent Advisory Group? – *Philip*

Lambeth Digital Inclusion Network - *PV*

West Norwood Cemetery - *TS*

Streetworks – *KH, NP, TS*

Primary Care Networks: *all about education/H&WB/partnership activities – note below*
Old Dairy – *NP*
Hill, Brook and Dale – *PV, AC*

Norwood Action Group – we are invited to attend each committee meeting - *NP*

and there is an aim to restart the West Norwood Library and Picturehouse Management Group

Primary Care Networks and Patient Participation Groups: PV to produce rough chart showing structure and memberships. It was thought possible Norwood Forum should play a role at PCN level, but not at PPG level given these should consist of patient representatives of the surgery concerned. PV chairs the Hill, Brook and Dale PCN; NP to approach the Old Dairy PCN.

National Health Service information: Norwood Forum had a role to play in signposting the local community to key information but was not resourced to serve at South East London Integrated Care System level. Healthwatch Lambeth had a role in this regard.

It was noted that Norwood Action Group was to hold an AGM shortly. The NAG vice-chair had asked to meet with KH. Recent changes with the Norwood Forum planning sub-group were also noted.

KH and TS will introduce committee members to the groups and organisations they have agreed to represent Norwood Forum with.

1. **What is Norwood Forum?**

Add key objective covering the work done to make Norwood a better place to live, work and play, and the continuing work to help make it even better.

Check complies with Constitution: KH

Key phrases for card to be identified from list, as amended above: suggestions. See images of current postcard: All.

Further to the discussion at the last meeting, the need to attract input from young people was flagged. In addition to the previous actions, PV to approach the Well Centre for interest in involvement with the Forum, if not actual membership of committee perhaps quarterly meeting might be possible.

1. **Campaign update**

[Sites 18 & 19](https://norwoodforum.org/site-18-and-site-19): the Cabinet Member, Councillor Danny Adilypour, and officers had written on proposed workshops and arrangements. The steering group had replied explaining how it wanted the workshops to be conducted and when. The subsequent response from the Cabinet Member had not addressed the issues raised. The campaign had written again to explain the position and that groups could not attend the workshop planned for that week. The first workshop was expected to be held on 2 November 2022 {subsequently, this was arranged and held on 20 October 2022}.

[#scraptheyard](https://norwoodforum.org/scraptheyard): Helen Hayes MP was proposing to Lambeth that a working group be set up with planning officers on negotiation and enforcement of the 37 conditions attached to the granted Southwark Metals planning permission. A leaflet is being designed to update residents (especially those local to the site), to be followed up with various engagement plans to look at road safety in general locally – aim being to raise the profile of what is needed with Lambeth. Cllr Jackie Meldrum had brought the new [Lambeth Roads Danger Reduction Strategy](https://beta.lambeth.gov.uk/transport-strategy/road-danger-reduction#:~:text=Lambeth%20has%20been%20a%20pioneer,and%20cycling%20over%20general%20traffic.) to the attention of the group and will keep the campaign in the loop on this strategy – issues relating to road safety could fit in with this strategy very well – and that would increase the chance of positive outcomes.

1. **Grants update**
* Gipsy Hill health & wellbeing small grants: KH to launch by 31 October 2022.
* Norwood Forum community grants: chase all in a few weeks time on attendance at events etc.
1. **Treasurer’s report**

Not discussed (NP had needed to leave early).

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

[22/03361/FUL: 1-5 Waylett Place London SE27 9AF](https://planning.lambeth.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RIISAQBOFLB00) (part of site 18): noted this application proposed no social housing on viability grounds (but a one off payment to the Council instead). JP to work up representations with planning sub-group.

1. **Other business**

None.

The meeting ended at 8:08pm.

Next meeting: Monday 21 November 2022 (6:30pm) (in person venue: TBC).

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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
 | JMAll  |  |
| 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}
 | ACrNP  |  |
| 1. Treasurer reports {09.07.22}
 | NP  |  |
| 1. Planning applications {15.08.22}
 | 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  |  |
| 1. Equality, diversity and inclusion: develop EDI Policy {20.09.22}
 | KH/GO  |  |
| 1. Website and comms review workshop {04.10.21}
 | KH  |  |
| 1. Norwood Forum Community Grants scheme {15.08.22}
 | JEKH |  |
| 1. Draft Site Allocations Development Plan: sites 18 & 19campaign etc {13.06.22}: stakeholder meetings {20.09.22}
* Draft report
* Draft FoI
* Movement against tall blocks
 | KHACrKH |  |
| 1. GDPR and data protection: annual review
 | TS  | By 01.08.23 |

Appendix

Goals:

* Larger committee (currently 7 members; constitution allows up to 15 members)
* Reach deeper/wider into our communities
* Give Forum stronger voice
* Make Forum more relevant to local people
* Strength in unity
* Community cohesion
* Promoting agency
* Bridging communities.

Agreed a short intro text about the Forum was needed for sharing with contacts, along with a new postcard. KH will provide a first draft for both, for email discussion/editing prior to the next committee meeting.

Ideas list for ways to promote the Forum. Whilst the new postcard is designed along with drafting new intro wording, focus to be on creating contact lists:

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| --- | --- |
| **Purpose** | **Action** |
| **Contacts/contact lists** |
| TRA’s  | KH |
| WhatsApp groups – especially street and school (noted that people do opt out)  | ALL |
| Neighbourhood Watch  | PV |
| Faith groups  | GO |
| Health providers, Link workers  | PV, KH |
| Sports groups  | AC |
| Housing (not Lambeth) – care and residential, housing associations etc – everyone to look at noticeboards outside these buildings they regularly pass and note down contact details | ALL |
| **Promotion when blurb/postcard available** |
| Promote Forum to Gipsy Hill Community Grants applicants | KH |
| Promote Forum to Forum Community Grants applicants | JE |
| Approach owners of local businesses who live locally, via Station to Station (KH) but also reach Crystal Palace, Gipsy Hill, Rosendale Road shops. Leverage all our contacts | ALL |
| Posts on Next Door, West Norwood Local (Facebook), any other FB pages and other social media platforms | ALL |
| Schools: leafleting, via school bags, newsletters (though parents often say they don’t read those) – schedule/rota will be needed  | ALL |
| Public noticeboards | ALL |
| Lambeth Talk, Love Lambeth, Brixton Bugle, Brixton Buzz | KH |
| **Groups to reach – discussion points to go forward** |
| Young people: how the Forum could engage with young people to better understand how to represent the things that are important to them. It was recognised it was unlikely young people would want to join the committee; they would though be welcome.It was agreed to utilise our existing contacts with Rathbone/Norwood Consortium, Emmanuel Youth Club and Emmanuel Homework Club (recipients of Gipsy Hill grant funding), and 4All, in the first instance.Aim – to find a small handful of young people we could organise to speak to – potentially over pizza.Reasons we think young people should engage with us:* Good for mental health
* Have stake in community
* Make Norwood a better place for them
* Promoting life skills
* Safe homeworking space.

General agreement that these will not necessarily attract anyone to actually speak to us, so we need to use our contacts to help us with this aim. | 4ALL – NPRathbone/Norwood Consortium – PVEmmanuel Youth and Homework clubs - KH |
| Older people: first action is for all to collectively make a list of contacts found on noticeboards outside care and residential homes, etc.It was noted that AgeUK had recently brought out a really useful new leaflet; copy needed for next meeting.CW advised that hard copies of Lambeth’s leaflet on cost of living crisis were to be distributed, with details on timing and how awaited. The Forum has links to Lambeth resources already on our website.Challenge of reaching those to whom the Forum might be most useful for – those living alone – discussion to continue. | ALL |
| Residents: aid recognition and establishment of residents’ groups: a guide on how to establish a group that is recognised by Lambeth – speak to John O’Reilly, Lambeth Residents Engagement Officer for our area. | KH |

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| **Resources we will use** |
| Signpost to website: [www.norwoodforum.org](http://www.norwoodforum.org)  | ALL |
| Signpost to our newsletter: [Sign up to newsletter](file:///C%3A%5CUsers%5CKim%5CDownloads%5Cand%20join%20us%20here%20by%20signing%20up%20for%20your%20newsletter) | ALL |
| Signpost to our social media: Facebook, Twitter, Instagram: @NorwoodForum | ALL |
| New A5 promotion post card and/or short Forum blurb | KH will send round first draft for consultation by email before the next committee meeting |