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**Norwood Forum Committee**

**Monday 20 February 2023 at 6:30pm**

**The Hope pub, 49 Norwood High Street, SE27 9JS**

**Minutes**

**Present:** Anne Crane (AC), Jane East (JE), Kim Hart (KH) (Chair), **Gloria Orosungunleka** (GO) (Vice-Chair), Noshir Patel (NP) (Treasurer) and Philip Virgo (PV)

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

**Apologies for absence:** Jane Pickard (JP); Councillor Jackie Meldrum (JM); Catherine Walsh (Lambeth Council)

Kim Hart in the Chair

**Declarations of interest**

None.

1. **Notes of last meeting: Monday, 16 January 2023**

Approved.

1. **Work programme 2022-23**

Noted.

1. **LFN Awayday: reflections**

Feedback was given on the morning session (KH/TS) and afternoon session (JE/PV):

* Experiences coming out of the pandemic
* Priorities of the individual members of the LFN
* LFN priorities as an organisation
* Increasing diverse representation in the LFN

The notes would be circulated when available.

The Committee discussed its continuing role, and confirmed its willingness to act independent of, but work with, the Council for the benefit of the local community. Council information was shared given the importance of council decisions to local people. Campaigning work undertaken over recent years, e.g. Sites 18 & 19, showed that the independence of the Forum was self-evident.

There were practical suggestions raised on increasing diverse representation which had informed discussions on the Forum EDI (see item 4 below).

1. **LFN** **Commissioning Outcomes 2021-24** (EDI policy: current version)

The Sub-Committee (GO/JE/JP) had agreed one addition to the list of characteristics in the draft EDI Policy; add “socio-economic status”.

The Committee approved the EDI Policy for publication on the website.

The sub-committee was considering a number of ideas, including through the reach of its grants funding, and will report further back to next meeting on suggested ways of implementing the policy in practice.

1. **Website and comms review workshop**

The [Changing Lives](https://www.lambeth.gov.uk/changing-lives) funding scheme had advised that the Forum was not eligible for grant funding to bolster the budget for round two of the Gipsy Hill Small Grants Scheme as the projects to be funded would be once removed from the Changing Lives project, thereby compromising their ability to measure the social value of each project. However, the Forum was able to make application(s) for its functions, and the approval process for grants up to £1000 was a quick one.

The need to increase the Forum social media presence was identified. It was agreed KH discuss with Changing Lives making an application for a small grant to meet the costs of employing social media support, and report further to next meeting. In the meantime, all to consider the recruitment process for this possible post.

The Committee reviewed the LFN targets on increasing users of Twitter, Facebook and Instagram. There was also a discussion on personal usage of the three main social media platforms, the Forum website and newsletter. Also highlighted was the importance of sharing information as and when it was published on the website; new stories were published frequently throughout the week.

KH to discuss with PV the possibility of maintaining a web page for health and wellbeing information.

1. **Chair’s report on campaigns** (written report)

The Committee was updated on all the current campaigns:

* [SADPD: sites 18 & 19](https://norwoodforum.org/site-18-and-site-19): a positive response had been received that day from Councillor Danny Adilypour and the campaign group would be progressing
* Streetworks: [Norwood Road](https://norwoodforum.org/news/17-nov-22/norwood-road-resurfacing-works) and [Tulse Hill gyratory](https://norwoodforum.org/news/02-dec-22/tulse-hill-gyratory-tfl-resurface-monday-5-december): an update on [resurfacing at the Tulse Hill Gyratory](https://norwoodforum.org/news/20-feb-23/tulse-hill-gyratory-and-thurlow-park-road-resurfacing-works) had been published on the website that day.
* [Streatham Wells LTN](https://norwoodforum.org/news/04-dec-22/streatham-wells-low-traffic-neighbourhood-public-meeting): there was no further update.
* [Controlled Parking Zones in Norwood](https://moderngov.lambeth.gov.uk/ieDecisionDetails.aspx?ID=8323): there was no further update; volunteer committee member still required to take this project forward.
* [#ScrapTheYard](https://norwoodforum.org/scraptheyard): the need to pursue the work to be undertaken by the community to monitor the agreed conditions. AC had undertaken an assessment of each approved condition. KH was seeking a progress update from Helen Hayes MP.
1. **West Norwood Feast: Health & Wellbeing theme** (written report)

PV reported on the developing proposal for a six stall Community Village at the Village Green hub of West Norwood Feast on Sunday 7 May 2023 (the day after the King’s Coronation). There would be a link to the bank holiday Monday’s [Big Help Out](https://thebighelpout.org.uk/).

Exploring the linkage with Tea and Chat at the Artisan hub and seeking the involvement of Aspire and L’Arche were also suggested.

KH emphasised the importance of implementing new ways of reaching people who do not normally attend Feast.

PV asked for a committee member to volunteer to assist in the arrangements. KH to follow up with PV.

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

23/00035/FUL: 16 Chestnut Road SE27 9LF: AC had submitted an objection on behalf of Norwood Action Group and Norwood Forum.

Aldi: 22/04095/FUL: site adjacent to and south of 107 Knight’s Hill, SE27 0SR: KH to ask JP to draft objection.

1. **Grants update**

Gipsy Hill health & wellbeing small grants scheme round 2: in the light of the decision of the Changing Lives scheme, KH to circulate to committee members an options paper on round two.

Norwood Forum community grants scheme: TS and KH had chased grant recipients for feedback, established a WhatsApp group, and sent consolidated information to JE, who would now link direct with grant recipients and visit them. JE would also produce an article for the website, in due course.

1. **Community Safety**

See above for health and wellbeing village at West Norwood Feast; no further report.

1. **Treasurer’s report** (written report)

NP had circulated Norwood Forum account details to December 2022. No issues raised.

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

On the West Norwood Cemetery HLF project, the previously identified shortfall in capital financing, lack of news on the delivery of remaining packages due for completion by August 2024, and absence of oversight through lack of meetings over the past year were discussed. and the need to raise these issues appropriately was acknowledged.

1. **Norwood Forum operations**

JE and PV had submitted completed report back forms on the LFN Away Day.

Progress to be reviewed at next meeting; otherwise noted.

1. **Other business**

ChooSE27 Festival 31 March – 2 April 2023: KH reported postponement to June 2023 due to delayed opening of Queen of the South (was 23.02.23).

Next meeting: Monday 20 March 2023 (6:30pm).

The meeting ended at 8:38pm.

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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 {12.12.22}
 | 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 {20.02.23}
 | NP  |  |
| 1. Planning applications {20.02.23}
* Aldi application; draft objection
 | ACrJP | 20.03.23 |
| 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: EDI Policy – implementation {20.02.23}
 | GO/JP/JE  | 20.03.23 |
| 1. Website: explore addition of health & wellbeing page {20.02.23}
 | KH/PV  | 20.03.23 |
| 1. Norwood Forum Community Grants scheme {20.02.23}
 | JE | 20.03.23 |
| 1. Norwood Forum Changing Lives small grant application {20.02.23}
 | KH | 20.03.23 |
| 1. Draft Site Allocations Development Plan: sites 18 & 19campaign etc {13.06.22}: stakeholder meetings {21.11.22}
* Draft report
* Draft FoI
* Movement against tall blocks
 | KHACrKH |  |
| 1. H**ealth & wellbeing themed West Norwood Feast**
* Cttee member to volunteer to assist PV
 | PV & all  | 20.03.23 |
| 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 Health & Wellbeing 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  |

**Groups with named Norwood Forum representative**

(Attendance feedback forms to be sent to info@)

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:

Gipsy Hill – *GO*
Knights Hill – *KH to establish new representative (was JE)*
West Dulwich & St. Martins – *NP*
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? – *PV*

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*