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**Norwood Forum Committee**

**Monday 13 May 2024 at 6:30pm**

**Zoom meeting**

**Minutes**

**Present:** Jane East (JE), Kim Hart (KH) (Chair), **Gloria Orosungunleka** (GO) (Vice-Chair), Sue Osborn (SO), Noshir Patel (NP) (Treasurer), Jane Pickard (JP) and Laura Rigden (LR)

**Apologies for absence:** Anne Crane (AC)and Philip Virgo (PV)

**Also present:** Viv Kind (observer);Tim Stephens (TS) (Administrator)

Kim Hart in the Chair

1. **Notes of last meeting: Monday, 8 April 2024**

Approved.

1. **Update on new Administrator applications**

The deadline for applications was that day. Noted the position and planned recruitment process and timetable outlined by KH, with GO and NP joining KH on the interview panel.

1. **Annual General Meeting (22.06.24)**

Noted the timetable with key dates.

Agreed proposed from JE to seek to attract more committee members by posting personalised messages (words and/or video) from existing committee members on the website and X (formally Twitter). JE would produce a draft template – KH to circulate asap.

AGM paperwork:

* Committee application form and accompanying notes to be posted on website asap and in advance of other documentation.
* Accounts 2023-24: KH was to meet with NP the following week to finalise.
* Annual report 2023-24: written report (and slide deck for meeting) by KH would cover all activity for the year. The incoming committee would need to finalise its priorities for 2024-25 and communicate them to the membership.

AGM meeting:

* Timings for Helen Hayes MP to be confirmed.
* Invite Cabinet Member for Stronger Communities: Councillor Donatus Anyanwu. He (and Councillor Fred Cowell – now also a Cabinet Member) would be able to report back local issues and concerns to other Cabinet Members.
* Add launch of community grants scheme at end of meeting if accounts showed this could be afforded.

AGM discussion issues and order:

Three areas for discussion:

* How Green Can We Go – to move the public transport work forward with a discussion on the community’s priorities: the main discussion topic
* Thriving Norwood – short presentation from two or three recent projects, a feature on what’s to come, introduce the new Coordinator (if appointed)
* SADPD any possible update (currently awaiting response from council to representations made); handout with graphics to be provided

Work programme issues for the incoming committee and chair would include:

* General election hustings: approach to Herne Hill Forum to establish any benefits of a joint meeting.
* Operation of existing Forum planning sub-committee – which included members of Norwood Action Group and Norwood Society.

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

A note had been sent to committee members by AC. Not discussed due to lack of time.

1. **Networking meeting on volunteer recruitment and diversity (June!)**

Not discussed due to lack of time.

1. **SADPD: Sites 18 & 19: Responses sent by community groups and Forum by deadline (5pm; 03.05.24)**

Not discussed due to lack of time.

1. **Thriving Norwood**

Not discussed due to lack of time. KH was considering the mutual advantages of her role at Thriving Norwood (joint Chair) and further service on the Norwood Forum Committee alongside other time commitments.

1. **Norwood Community Safety Partnership**

A note had been sent to committee members by PV. Not discussed due to lack of time.

1. **Heritage issues**

Not discussed due to lack of time.

1. **Report back forms**

There were none.

1. **Any other business**

LR advised she was had to return to Australia in September and so would need to step down from the Committee at the forthcoming AGM. She would however continue to run her business remotely, and hoped to return to West Norwood in due course. The Committee thanked Laura for her contributions, including her insights on the needs of younger adults.

The meeting ended at 7.36pm.

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