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**Norwood Forum Committee**

**Wednesday 16 October 2019 at 7:00pm**

**The Garden, 31 Knight's Hill, West Norwood, SE27 0HS**

**Minutes**

**Present:** Ibtisam Adem (IA), Anne Crane (ACr), Kim Hart (KH) (Vice-Chair), Gloria Orosungunleka (GO), Noshir Patel (NP) (Treasurer), Sunil de Sayrah (SdS) (Chair) and Philip Virgo (PV)

**Apologies:** Ana Capone (ACa),James Davis (JD),Su McLaughlin (SMcL); Councillor Jackie Meldrum (JM); Gerry Evans (GE)

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

Sunil de Sayrah in the Chair

1. **Notes of the previous meeting (18.09.19)**

Approved.

1. **Norwood Community Safety Partnership**

No written report due to sickness. The detailed arrangements for the meeting the next day were discussed and agreed:

* Introduction by PV
* Address by SdS on role of Norwood Forum
* Short contributions from a range of invited speakers on their activity
* The identification and noting of areas of joint action (SdS)
* Agreement of an action plan and a date for a review meeting in one month’s time
* Production of a contact list for all participants

1. **Clean Air meeting: follow up actions**

The following actions were to be taken:

* Incorporation in Green Town Plan of identified policy issues from meeting
* Meeting the following week with Lambeth Council Sustainability Manager (Andrew Round) on a list of actions including programme and location of air monitoring machines
* Arriva West Norwood bus station meeting, with TfL input
* Support to actions by local groups on greening and trees, recycling, clean up etc
* Production and review of post it note ideas from attendees

1. **Window Wanderland**

No written report. The preparation was on schedule (following the toolkit programme of actions). The following key actions were planned for the next month:

* Feast (03.11.19): KH to write to all the next day to establish programme of support to run workshops at all hubs. Materials and leaflets would be distributed. Social media campaign before and during Feast
* West Norwood Library community window installation
* Collaboration with Station to Station to establish project with shops along Norwood Road; a flock of birds was a possibility.
* Despatch of school packs and visits
* Approach to community minded streets
* Approach to Thames Water to use hoardings; the Xmas break for the water mains works was not now to begin until 14 December
* Mail out planned to 4000 residents.

1. **Chair’s report**

Recent activity had included:

* Trees: meeting with Lambeth Council tree officer, BID and Open Orchard. Norwood Forum was working in collaboration to invite residents of streets with pavements to be renewed (Gipsy Hill (part), Park Hall Road and Wolfington Road) to request a street tree near their property and choose a tree from a catalogue. TS to update Lambeth tree officer and also establish nature of further collaborative work on empty tree pits (400 plus in the three wards). PV had some spare trees – send KH a photo to promote.
* History events: following a meeting also involving CF and TS, Norwood Society are to hold two events in West Norwood in the 2020 programme: 9 January and 18 June 2020. NAG are organising three history events – a talk and walk by the Dulwich Society and a talk by a local resident: John Coulter.
* Blue Plaques: also following on from the meeting with the Norwood Society, SdS, CF and TS are to work up a project to install vinyl decals (sticky back plastic) blue plaques in Norwood Road etc shop windows. CF had provided 25 plus plaque information; more would be worked up but required research. SdS had obtained a quote for 100 plaques. Ideas would be sought via social media. Funding would be sought from BID with the proceeds earmarked for community projects. This project would proceed in 2020.
* West Norwood station mural: Felix Price had successfully covered the graffiti and liaised with the taggers to avoid repetition. Felix still has to complete the work and varnish it. A story is ready to go on the Forum website and will be shared with project partners once everything is complete.

1. **Treasurer’s report**

The missing African drumming cheque had been located. Nothing further to report.

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

Noted written report from ACr, and:

125-133 Norwood High Street: no further news

Dalton Street: Norwood Form to support NAG objection

R/o 300-302 Norwood Road (area behind Texaco garage) – appeal had been submitted. Representations were to be prepared by NAG and Norwood Forum would support; Council expected to object.

Windsor Grove (new scrap metal recycling business): any application was now expected in early 2020.

Car wash c/o Norwood and Thurlow Park Roads: no further news.

White Hart pub: Norwood Forum objection had been submitted; NAG was minded to support; stated deadline for comments had passed (30 September 2019).

Advertising signs at five park etc sites: local councillors had advised these were to be withdrawn but this was still not reflected on the Council’s planning portal.

Picturehouse advert: KH would discuss with Picturehouse manager. There were a number of suggestions on improvements to signage which should be considered instead of the current proposal. {Update: application has been withdrawn}.

1. **Access to shops, businesses and other services: local economy**

Nothing raised for discussion.

1. **Promoting Local Businesses project: progress**

Agreed to not progress this funding application.

1. **Forum community co-ordination role**

NAG (from SdS): plans were afoot to start the St. Lukes clock bells and for a trial run during November Feast. Christmas Eve and New Year’s Eve were also being considered.

NPA (from SdS): the Chair (Tom Venables) was finding it increasingly difficult to devote the necessary time; also there are extremely limited financial resources. Both Herne Hill and Tulse Hill had not been able to finalise their neighbourhood plans. An approach to Lambeth Council for support could be considered.

Lambeth First conference (16.10.19) (from SdS): the new Council objectives had been outlined, and useful contacts made.

Streetworks (from SdS): formal statement to be obtained from TfL (David McKenna) on Tulse Hill gyratory so the position can be publicised. Norwood Road improvements had not been progressed by the Lambeth officer. SdS had written to all Steering Group members to establish a way forward.

West Norwood Cemetery (TS): written report noted.

No other report backs made.

1. **Forum communications**

Publicity – NF generic leaflet: KH distributed to those present; further copies would be available from her.

Newsletter: KH to prepare for this week.

Marketing plan: not finalised. KH emphasised the need for news and event info. from committee members for the website so daily social media posts could be maintained.

1. **Other business**

TfL pathfinder signs: an approach should be made to TfL to update the signs which did not include West Norwood library and Picturehouse.

Tulse Hill station: BID are still hoping to illuminate the two trees in front of the station. SdS was pursuing the installation of a community bookcase.

Xmas events: SdS will report to the next meeting on a proposal for the annual Norwood Pensioners Group Christmas party, and other Christmas ideas should be circulated in the meantime and also discussed at the next meeting.

The meeting ended at 9:05pm.

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| **Action Points {last date discussed)** | **Who** | **When** |
| 1. Thurlow Park Road zebra crossing {11.01.18} |  |  |
| 1. GDPR and data protection: annual review position {17.05.18} | KH/ TS | June 2020 |
| 1. Networking event {25.07.18} | ACa |  |
| 1. NPA neighbourhood plan: broadband provision {30.04.19} | PV |  |
| 1. Licensing applications: review and make representations: TS to seek {25.06.19} | TS |  |
| 1. Norwood Community Safety Partnership {16.10.19}:  * 17 October meeting with local organisations – outcomes and further review meeting | PV |  |
| 1. Year of Culture {16.10.19}:  * Website: committee members to send info. on events in their assigned wards. * Window Wanderland (29.11 - 8.12.19): progress * Promotion of Year of Culture at Feasts | All  KH  KH |  |
| 1. Tree meeting with Lambeth officers, BID and Open Orchard {16.10.19} | SdS and TS |  |
| 1. Marketing plan {16.10.19} | KH |  |
| 1. Social media strategy {12.08.19} | KH |  |
| 1. Fundraising water bottles {12.08.19} | KH |  |
| 1. Xmas events | SdS and all |  |
| 1. Clean air meeting follow up actions | SdS and ACr |  |
| 1. Blue plaques on Norwood Road etc | SdS/CF/TS |  |
| 1. Streetworks Steering Group: future activity | SdS |  |
| 1. NPG Xmas party | SdS | 20.11.19 |