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**Norwood Forum Committee**

**Monday 20 September 2022 at 6:30pm**

**West Norwood Fire Station (Community Room), 210 Knights Hill, London SE27 0QA
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:** Councillor Jackie Meldrum (JM); Catherine Walsh (Lambeth Council)**;** Tim Stephens (TS) (Administrator)

**Apologies:** Jane Pickard (JP)

Kim Hart in the Chair

**Declarations of interest**

None.

1. **Notes of last meeting:** Monday, 15 August 2022

Approved.

1. **Work programme 2022-23**

Agreed to add/amend entries on:

* #scraptheyard
* Sites 18 & 19
* Lambeth Libraries and Environmental Savings Community Fair
1. **LFN** **Commissioning Outcomes 2021-24**

All had been asked to consider before this meeting the LFN Commissining Outcomes (as set out in chart attached to these notes).

In advance of the meeting the following had been circulated:

* A draft outline Equality, Diversity and Inclusion policy (amend existing description as EOP)
* Note on resources available from the National Council for Voluntary Organisations (NCVO)

The LFN monitors EDI across the Forums. CW would send the link to KH for all Committee members to complete the monitoring form. Last year, all bar two members had completed the survey. The information is collected anonymously and included in the LFN annual report.

Using the circulated material the Committee discussed possible parameters for an EDI policy and concluded that increasing the reach of the Forum to all the communities in our local area would give an increased opportunity for all to get involved in our activities and/or join the committee, and enable the Forum to better provide the necessary bridge between all communities.

The suggestions made are appended.

1. **Areas of interest for each committee member**

Discuss and agree at next meeting.

KH advised that the Steering Group (KH, AC, Councillor Jackie Meldrum and Charlotte Ashworth) had met with Councillor Danny Adilypour (Deputy Leader of the Council (Sustainable Growth and New Homes) and Catherine Carpenter (Planning Strategy and Policy Manager) and notes of the meeting had already been shared with the committee. A series of community engagement workshops with a small group (not proposed to be open to the general public) were expected to be provided by the Council. KH has been facilitating campaign meetings with volunteers who put themselves forward at our AGM and wider representation from the whole community to draft a respond to Lambeth’s workshop offer – see below.

1. **Year of Norwood Forum - our Mission and Vision: Enabling, Empowering, Campaigning**

It was agreed a new postcard was required. This will be discussed in detail at our next meeting.

1. [**SADPD: sites 18 & 19 campaign**](https://norwoodforum.org/site-18-and-site-19)**: update**

The Council had offered three workshops for 15 people each. A wider group meeting involving 35 people had met that week to consider the campaign response and this would be fine-tuned at two follow up meetings this week. In essence the response is to reiterate the communities demand for the removal of both sites from the SADPD and to encourage the council to engage in a collaborative public consultation process. The campaign is not against development.

1. [**#scraptheyard**](https://www.norwoodforum.org/scraptheyard)**: update**

The steering group was to meet the following week. There is a need to establish the role the campaign going forward; specifically relating to the planning conditions and s106 obligations – and future monitoring and enforcement of these. A community and media strategy is being drafted.

1. **Treasurer’s report**

Accounts and LFN monitoring data update to be discussed at next meeting.

1. [**Norwood Forum Community Grants scheme**](https://www.norwoodforum.org/news/09-jul-22/norwood-forum-community-grant-scheme-2022)**: update**

To be discussed at next meeting, with continued involvement of JE. All successful grant applicants needed to be advised/reminded of the conditions of grant.

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

Norwood Planning Assembly: AC to contact Catherine Carpenter on redesignation.

Lambeth had refused an illuminated advertisement application outside the Old Fire Station, Norwood Road. Applications for mobile masts were causing concern, e.g. Rosendale Road near school.

1. **Other business**

[Lambeth Libraries and Environmental Savings Community Fair](https://norwoodforum.org/events/lambeth-libraries-and-environmental-savings-community-fair): rescheduled again; now Saturday, 1 October 2022 when the Forum would be unable to attend.

[West Norwood Feast](https://norwoodforum.org/events/west-norwood-feast-24): Sunday 2 October. KH to circulate suggested staffing rota for stall, to be operated in conjunction with West Norwood Cemetery volunteers. The Forum would also have a stall at the following two Feasts: Sunday 6 November and Sunday 4 December 2022.

Halloween trail: 31 October 2022. KH was working with Station to Station and West Norwood Feast on running this successful event for a second year. The SLT play that week: Vampire.

The meeting ended at 8:30pm.

Next meeting: Monday 17 October 2022 (6:30pm) (Zoom).

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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 |