****

**Norwood Forum Committee**

**Monday 24 July 2023 at 6:30pm**

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

**Minutes**

**Present:** Kim Hart (KH) (Chair), **Gloria Orosungunleka** (GO) (Vice-Chair), Noshir Patel (NP) (Treasurer), Jane Pickard (JP), Laura Rigden (JR) and Philip Virgo (PV)

**Apologies for absence:** Anne Crane (AC) and Jane East (JE)

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

Kim Hart in the Chair

**Introductions and declarations of interest**

Laura Rigden was welcomed to the committee. All Committee members introduced themselves, explaining their background and existing work for Norwood Forum.

It was hoped that two more prospective committee members would attend the next meeting as observers to see if they would wish to join.

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

Approved.

Draft minutes of AGM (15 July 2023) yet to be completed.

1. **General review and AGM**

The Committee discussed the conduct of the AGM and concluded it had been a success. The Old Library had been a conducive venue for both the general business and discussion on Greener Norwood. Having various committee members introduce sections of the meeting too had been successful. The enforced absence of Helen Hayes MP and most ward councillors was regrettable and for 2024 the chosen date in June would be set in stone and everyone notified asap so these important guests could diarise the event. The Committee formally recorded its thanks to The Revd. Jonathan Croucher,Vicar at Christ Church Gipsy Hill in London, and Area Dean of Lambeth South in the Diocese of Southwark, for his able managing of the Greener Norwood debate.

As the Committee picked up the outcomes on Greener Lambeth, it would be important to not lose sight of the bigger possible initiatives such as a local company to purchase energy, a local solar company and a local broadband supplier.

Committee members were asked to consider the [We Are Thornton Heath app](https://wearethorntonheath.app/) which is similar to one being considered by Station to Station BID for commissioning for West Norwood. Among other things, it would enable local businesses to promote themselves (free for BID levy payers) and those outside the BID area will be able to pay to be included. There is also a facility for the community and businesses to post on local issues and events, as well as various GPS based info sharing and signposting options.

The legal status of the Forum had been raised at the AGM, and an explanation given of why the Lambeth Horticultural Society had converted to a Charitable Incorporated Organisation (CIO). This issue was regarded as a low priority, but any committee member could investigate and report on the pros and cons of Norwood Forum changing its status from an Unincorporated Association.

KH was exploring the possibility of the display panels on local green organisations being exhibited at West Norwood Library.

LFN Commissioning Outcomes 2021-24

To be circulated and discussed at next meeting.

Health & Wellbeing: #ThrivingNorwood & Community Safety Partnership

The Committee began its discussion on the future direction for these projects over the next 12 months.

KH had circulated a draft organogram to show across three tabs the role that Norwood Forum has been playing within the complex Health and Wellbeing (H&WB) sector in our area of southern Lambeth since COVID, a period when Norwood Forum played a major role in disseminating trusted and accurate information from local NHS and Lambeth Council bodies to the local community.

The organogram set out the responsibilities of:

* Main health care structure
* Primary Care Networks structures
* Thriving Network structure.

The local hubs being developed under Thriving Norwood (the successor of Thriving Gipsy Hill) were: Emmanual Centre, Clive Road and Christ Church on Gipsy Hill (already active). The Community Shop hub had just opened earlier this month and it was currently being considered whether to open another in West Norwood Health & Leisure Centre. These operated as one stop shops which allowed local key contacts (such as Centre 70, Rathbone, Lambeth housing advice, medical support and the Health & Wellbeing Bus) to reach sections of the local community directly to offer advice (by word of mouth and/or handouts). Lunch was often provided.

PV had circulated an organogram for the local police community safety structure.

Future funding from Lambeth Public Health is considered to be uncertain, even unlikely. The role of Norwood Forum Committee in maintaining and developing Thriving Norwood needed to be decided. There was an opportunity to seek a grant (around £40k) from the Changing Lives Fund for a Health & Wellbeing Co-ordinator (part-time, freelance; management arrangements to be established) to take forward this whole area of work. The future of the Thriving Lambeth website was uncertain.

All Committee members were asked to consider these issues so a decision could be made at the next meeting on how best to use the limited resources of Norwood Forum to maintain and develop Thriving Norwood. The stewardship group for Thriving Norwood, which Norwood Forum co-chairs, is due to plan for the next 12 months at their next monthly meeting which will be in September.

The Committee also needed to decide how to ensure there was no duplication of work in future. KH/PV/LR would meet to further explore the whole issue.

Working towards a greener Norwood

Discussion on the direction to be taken over the next 12 months, building on the points already made at this meeting, to be held at the next meeting.

The next 12 months

Discussion to input key dates into the Forum diary to be held at next meeting.

Representation (see list at end of these minutes)

KH opened this topic by inviting the committee members to consider what it meant to them to be a committee member, and why they chose to do this work. Reiterating what she said at the AGM, she described that her belief was that the role of committee was to ‘pay attention’ beyond our personal interests so that issues of concern and delight can be followed up/campaigned upon/shared with the community. That it was a privilege to hold this role on behalf of the community and the trust they put in us had to be treated with respect.

Committee members to consider their own responses and to share them at the next committee meeting.

Specific representations on external bodies and the role of the report back form would also be discussed.

1. **Data Privacy Policy: 2023 annual review**

All Committee members had been asked to ensure they held no personal contact details relating to the work of Norwood Forum on any paper or on their computer, laptop, phone, tablet etc.

It was decided:

1. To review the [current Privacy Policy](https://www.norwoodforum.org/privacy-policy) and agree that the only change needed is as set out in para. 2.4.
2. That the Chair continue to be responsible for maintaining passwords in accordance with the principles set out below and change them immediately in the event of any security alerts.
3. That all Committee members read/reread the Privacy Policy and:

* Undertake to demonstrate support for data protection legislation
* Promote a positive culture of data protection compliance
* Undertake the listed actions (para. 2.7) so as to ensure the secure storage of personal data
* Discuss with the chair any security issues that arise in reviewing the data they hold.

1. To next review the Privacy Policy on or before 1 August 2024.
2. **Other business**

Train ticket office closures: representations would be made, a draft having been circulated.

Peregrine Park: naming: JP would produce story for the website.

The Yellow Qube: a local campaign, led by St. Martins Tenants & Residents Association, was underway to seek the reopening of the building as a youth club

<https://stmartinstra.blog/2023/07/08/petitioning-for-better-youth-facilities-2/>

Next meeting: Tuesday 29 August 2023 (6:30pm) on Zoom.

The meeting ended at 8:30pm.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **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 | JM  All |  |
| 1. Streetworks:  * finishing the Norwood Road phase {19.06.23} | KH/NP//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} | ACr  NP |  |
| 1. Treasurer reports {20.02.23} | NP |  |
| 1. Planning applications {19.06.23}  * Avenue Park Road application; draft response * Auckland Hill appeal; report back on response | AC |  |
| 1. Equality, diversity and inclusion: EDI Policy – implementation {19.06.23} | GO/JP/JE | 24.07.23 |
| 1. Website: explore addition of health & wellbeing page {20.02.23} | KH/PV |  |
| 1. Norwood Forum Community Grants scheme {19.06.23} | JE  KH/NP |  |
| 1. Draft Site Allocations Development Plan: sites 18 & 19campaign etc {13.06.22}: stakeholder meetings {15.05.23}  * Draft report * Draft FoI * Movement against tall blocks | KH  ACr  KH |  |
| 1. GDPR and data protection: annual review {24.07.23} | TS | By 01.08.24 |
| 1. **Norwood Forum role in 2023-24** {24.07.23}:  * **AGM** outcomes on Greener Lambeth * LFN Commissioning Outcomes 2021-24 * Health & Wellbeing: #ThrivingNorwood & Community Safety Partnership (KH/PV/LR to meet to ensure no duplication of work) * Consider [We Are Thornton Heath app](https://wearethorntonheath.app/) * **Personal role as Committee member** * **Representation of other bodies** * **Committee and AGM dates for 2023-24** | KH & all | 29.08.23 |

**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*