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**Norwood Forum Committee**

**Monday 4 March 2024 at 6:30pm**

**Zoom meeting**

**Minutes**

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

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

Kim Hart in the Chair

**Declarations of interest**

KH is employed by Lambeth Council and based at West Norwood Cemetery, and would not participate in the discussion on Heritage issues.

1. **Notes of last meeting: Monday, 5 February 2024**

Approved.

Noted that the recorded action:

JE to send text on campaign to SO for inclusion in regular email sent by the Council (Peter Compton) to all school governors

was to enable details of the campaign to be provided in the regular schools newsletter. However, this could not have been actioned due to the officer being off sick. Action: JE

1. **Written updates**

**a) Representations to Lambeth Council**

Noted action so far and outstanding response required from the Council on one aspect. The stakeholder group would need to respond in a timely manner on the Council planners response on public engagement.

**b) Shared bays for e-scooters and dockless bikes**

Noted the constructive meeting held by KH & AC with Council officers, further information received and given so far, and the outstanding issue of how to report abandoned e-scooters/dockless bikes. Statutory consultation would now run until August 2024.

**c) SADPD: Sites 18 & 19**

Noted action taken so far (see also above). The expected further (limited) engagement had yet to start despite being scheduled for February.

**d) Thriving Norwood**

Noted the progress made and successful application for funding for temporary administrator. A decision on the main funding application was expected shortly.

**e) Streetworks**

Noted progress made, and that afternoon’s cancellation by the Council of the diagonal crossing anti-skid surface treatment due that evening because of the non-availability of the contractor.

**f) How Green Can We Go?**

Noted the formation of the local green alliance and other progress, and planned discussion at the next meeting, including AGM issues and RSA update from SO.

1. **Verbal updates**
2. **Are You Ready To Vote?**

Noted from JE:

* Collection of posters and flyers from the Town Hall had been arranged.
* Electoral Services had not agreed to attend Feast or assist in person.
* Schools and colleges had been contacted but no responses had been received. It was to be expected that Electoral Services would be sending them posters and flyers. Highlighting the Feast stall might be helpful.
* No response had been received to the approach to Operation Black Vote
* KH had booked stall at April Feast. Volunteers would be needed to staff the stall (07.04.24): KH/JE to finalise.

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

None for discussion.

Possible neighbour of PV to be approached. KH to check she has contact details.

**c) Networking meeting on volunteer recruitment and diversity**

Planned meeting in hand. New local resident groups had been formed in response to the West Dulwich Street Improvements Scheme. Committee members should direct them to the Norwood Forum website and newsletter.

**d) Community Safety Partnership**

The Neighbourhood Watch scheme was discussed.

**e) Norwood Forum Community Grants**

Budget position was not finalised; decision on whether or not to proceed with a grants scheme would therefore need to be taken at the next meeting noting that this is a critical time for new planting so further delay is to be avoided.

1. **Public transport on our patch**

Any remaining submissions by Committee members to be sent in writing to AC. Local real life experiences were important.

TS to collate and summarise those received from the local community following the website article and newsletter. The intention was then to approach the Cabinet Member to establish what actions the Council would take to seek service improvement by the responsible bodies.

There was a discussion about the possible impact on local bus journey times of the existing Streatham Hill LTN and the [West Dulwich scheme](https://www.norwoodforum.org/node/3068) (when implemented). Bus travel data should be available. The train timetables for West Dulwich and West Norwood/Gipsy Hill had not been returned to pre-Covid levels.

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

The report covering:

* West Norwood Cemetery: National Lottery Heritage Fund Project: A New Beginning
* West Norwood Cemetery trees
* West Norwood Cemetery: rules and regulations
* West Norwood Cemetery: Scheme of Management Committee and Advisory Group
* Lambeth Archives: reopening
* Lambeth Local History Forum

was received, with recommended comments on West Norwood Cemetery: rules and regulations being agreed.

1. **New Administrator**

The Committee discussed the focus of the new administrator post, concluding that meeting administration skills were more desirable than website and social media responsibilities (which might attract a volunteer). But the importance of maintaining the website and producing regular newsletters was highlighted. Whilst it was attractive to offer a work experience opportunity, this would require a committee member to provide the necessary supervision.

KH to seek salary and JD details from a few other Forums, and draft recruitment package for clearance.

Succession planning for the Forum Chair would be discussed at the next meeting. KH also clarified that she was considering a role as an ordinary committee member, e.g. to support Thriving Norwood.

1. **AOB**

Friends of West Norwood Health & Leisure Centre: JP reported on outcomes of recent meeting including legal action being taken on the build standard of the building. Other uses for a vacant part of the building such as refreshment machines and play area were being investigated.

[Lambeth Civic Awards 2024](https://www.lambeth.gov.uk/lambeth-civic-awards-2024): The Forum was pipped in the Commitment to Climate Justice award.

West Dulwich and Streatham Wells LTN’s: SO reported on the greatly extended journey times encountered by buses transporting SEND pupils since the introduction of the Streatham Wells LTN. Her recent meeting with the Cabinet Member, Councillor Rezina Chowdhury, had not led to a resolution. In a further discussion, the importance of the Committee retaining an objective stance on the emotive issue of LTNs was acknowledged.

The meeting ended at 7.55pm.

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| **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 {04.03.24} | KH/NP//TS |  |
| 1. Finance {04.03.24} NP/KH meeting in January to review expenditure for 2024 and make recommendation on grant giving (and possible rise to £350) | NP/KH | 08.04.24 |
| 1. Website: addition of health & wellbeing page and updated community safety pages {20.02.23} | KH/PV/LR |  |
| 1. Draft Site Allocations Development Plan: sites 18 & 19{05.02.24}:  * Further response by community | KH & AC | 08.04.24 |
| 1. GDPR and data protection: annual review {24.07.23} | TS | By 01.08.24 |
| 1. EDI {05.02.24}:  * Plan networking meeting | KH/JE/LR | 08.04.24 |
| 1. Voter registration and voter ID campaign {05.02.24}:  * Various actions to be taken forward * Report back on Feast stall | JE/JP/NP/  TS | 08.04.24 |
| 1. Representations to Lambeth Council: lack of consideration of views and adequate response {04.03.24}:  * Outstanding issue | KH |  |
| 1. Shared bays for e-scooters and dockless bikes {05.02.24}:  * KH & AC to report back on outstanding issues | KH/AC |  |
| 1. Public transport on our patch {05.02.24}:  * KH & AC on outcomes so far | KH/AC | 04.03.24 |
| 1. Green Norwood: how green can we go? {08.01.24}:  * Green alliance mtg.; report back, inc. on future of Wild Norwood. * Recycling directory * RSA   Also consider:   * Categorise list of suggestions from AGM * Recycling research and web page * EV research and web page * Schedule discussion on CPZs | KH  JP  SO  KH  KH  KH  KH/TS | 08.04.24 |
| 1. Community Safety Partnership: web page and quick wins {06.11.23} | KH |  |
| 1. Thriving Norwood: outcome of funding application for Coordinator {04.03.24} | KH | 08.04.24 |
| 1. Norwood Forum Community Grants scheme: consider further round {04.03.24} | KH/NP | 08.04.24 |
| 1. Norwood Forum Administrator: recruitment {04.03.24} | KH | 08.04.24 |
| 1. Norwood Forum Chair: succession planning {04.03.24} | KH & all | 08.04.24 |

**Groups with named Norwood Forum representative**Seek contact details as necessary from KH

(Attendance feedback forms to be sent to info@)

Lambeth Forum Network KH (NP)  
Lambeth Biodiversity Network KH  
Friends of various parks –

* Norwood Park - JE
* Tivoli Park - JP
* Tritton Vale Pocket Garden - GO
* Brockwell - NP

Safer Neighbourhood Panels – ward based:

* Gipsy Hill – GO (Pete Elliot chair)
* Knight’s Hill – JP
* West Dulwich – AC (PV is Chair)
* St. Martin’s – no one (PV deputy chair)

Friends of West Norwood Health & Leisure Centre & Park - JP  
Lambeth Thriving Network – KH (co-chair)   
Lambeth Local History Forum – TS

West Norwood Cemetery: NLHF Project Implementation Board - TS

West Norwood Neighbourhood Working Pilot - KHLambeth Community Hub Network - PV  
Lambeth Food Hub Network – not currently meeting regularly

Lambeth Voluntary and Community Sector Participation Group - KH

Lambeth Prevent Advisory Group – PV (CSP)

Lambeth Digital Inclusion Network – PV (CSP)

West Norwood Cemetery - TS

Streetworks - KH, NP, TS

Friends of Gipsy Hill - KH

Norwood Action Group – NP

Also:   
Lambeth Air Quality Action Plan Steering Group – AC to advise (ask Sandy Nutgens)  
Lambeth Neighbourhood Champions – Freshview; all to raise requests/issues with Jason Prentis: [JPrentis@lambeth.gov.uk](mailto:JPrentis@lambeth.gov.uk)  
Lambeth Safer Neighbourhood Board – PV to advise outcome of meeting with Olivia Patton  
Health and Wellbeing Network Breakfast meetings and Primary Care Networks/PEG/PPG – CSP: KH/PV/LR separate discussion  
Norwood Forum Planning Sub-Committee: AC/GO/NP/JP