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**Norwood Forum Committee**

**Wednesday 14 August 2018 at 7:00pm**

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

**Minutes**

**Present:** Colin Fenn (CF), Su McLaughlin (SMcL), **Gloria Orosungunleka (GO)** (Vice-Chair)**,** Sunil de Sayrah (SdS) (Treasurer) and Philip Virgo (PV)

**Apologies:** Ana Capone (ACa),Anne Crane (ACr),Kim Hart (KH), Noshir Patel (NP) (Chair) and Jan Ware (JW) (Secretary)

**Also present:** Councillor Jackie Meldrum (JM),Sarah Coyte (SC) (Lambeth Council)and Tim Stephens (TS) (Administrator)

Su McLaughlin in the Chair

1. **Declarations of interest**

There were none.

1. **Environmental issues**

TS confirmed that the updated grot list and extract from the minutes of the last meeting had been sent to Jason Prentis (Communications, Education and Outreach, Veolia) and Tony Cullip (Operations Manager, Veolia) but the Veolia representatives were unable to attend this meeting. Veolia had advised:

* A new Washer Scrubber Dryer (WSD) machine had been brought into operation, and could be demonstrated at a site visit
* Street sweeping along 46-64 Knights Hill had been increased and asked if this had been apparent.

The additional sweeping at 46-64 Knights Hill was welcome but had had negligible effect on the environment since pavement staining had not been removed and 24/7 dumping of commercial and domestic rubbish on the pavement continued.

SdS had circulated a note on the outcomes of his meeting with Network Rail. The clearance of pigeon mess is the responsibility of Network Rail. From other email correspondence, Station to Station could pay for increased street cleaning, or use volunteers to operate a street cleaner.

No information had been forthcoming from Veolia on an education programme on recycling and rubbish disposal. CF advised that Feast had visited the WRWA waste facility to learn how to improve recycling. CF would provide the contact details for Veolia education officer. Recycling rates: Lambeth 32%, South Gloucestershire 71%.

Murals:

* The Norwood High Street mural organised by Station to Station was likely to be installed in August, preceded by improved pigeon proofing to be undertaken by Network Rail.
* Network Rail would support community murals on the Knights Hill road bridge outside West Norwood station, and repainted concrete walls. Ideas on how to proceed, including how best to liaise with artist groupings and select a local artist, would be welcome.

Agreed:

1. SdS to update the grot list to take account of the outcomes of the meeting with Network Rail
2. TS arrange a site visit with Veolia to see the WSD in operation and explore again how the grot list issues can be addressed and the timescales. The grot list had been shared with Veolia after Christmas and examined in detail at the original site visit on 18 April 2018.
3. PV and SdS attend the site visit and demo, and they volunteered to operate the street cleaner if this was a feasible option.
4. Veolia be invited to attend the next meeting to discuss progress on the grot list issues and the education/communication programme.
5. **Minutes of last meeting (25.07.18) and matters arising**

Approved; omitted CF action points noted.

1. **Public meeting on crime**

The PV proposal to hold a planning meeting with representatives of certain local organisations on the creation of an effective West Norwood Crime Reduction Strategy and Policing Partnership (on 18 or 25 October) was agreed. Station to Station, Thurlow Park SNP and Norwood Action Group had offered support. A suitable venue was being sought; Portico Gallery was one possibility. Any public meeting would follow later.

1. **Community organising training: for all committee members**

JW proposal to hold a session to discuss Norwood Forum framework and role for the coming year to be discussed at the next meeting.

1. **West Norwood Cemetery**

The paper produced by Ann Kingsbury and circulated the previous day was received. The Council’s proposed key decisions on new management arrangements (revocation of the Scheme of Management), and transfer of the management of the Greek Cemetery to the Council were noted. There was a wish to trial a new governance model if the HLF bid was successful, and the need to consult relevant parties was identified. The closing date for views on the five planning applications had passed: Robson Road and Hubbard Road new entrances, St. Stephens Chapel, visitor centre and offices, and the prioritised listed monuments. The recent social media discussion on cycling had shown the need to ensure a balanced approach to future use of the Cemetery as it was opened up to wider public use.

1. **Planning applications**

339 Norwood Road car wash: agreed that joint Norwood Action Group/Norwood Form objections should be made.

Library/Cinema management plan: following submission of the joint objection, Lambeth had advised Picturehouse that the application needed to be resubmitted with condition 5 (management plan for communal areas) correctly addressed. In order to ensure there was no unnecessary delay with the opening (it was understood that September was the intention), CF to draft email to Picturehouse (to be sent from info@) to encourage an urgent meeting with the Library/Cinema user group to resolve. PV suggested a list of the points of disagreement be prepared.

12 Ernest Avenue: await AC views on expected resubmission

Site 18 applications (old Laundry site and site behind Texaco garage): progress report to be sought from AC.

West Norwood Health & Leisure Centre fence: CF reported that planning permission was required but had not been sought (as the height exceeded 1m). The partially erected fence had a gap at the bottom and so would not keep out dogs and foxes. Noted that the works had been subject to prior consultation.

CF had asked Lambeth to send prior approval applications via the weekly list.

1. **Culture strategy**

No progress report due to focus by KH on Fest Norwood. KH had provided a full report on the success of Fest Norwood, and would produce the necessary article for the newsletter.

1. **Station to Station**

SMcL reported outcomes of her recent meeting with Susie, BID administrator:

* The spreadsheet outlining the 40 areas of activity was due to be circulated to stakeholders
* Street cleaning: the BID could not interfere with the agreed Council/Veolia rotas, but could pay for additional cleaning
* KIBA branding and promotion work was underway, and workshops were due to be held (supported by Lambeth funding)
* Mayor’s Growth fund: a bid had been submitted and necessary matched funding was being sought with Council assistance
* A Station to Station representative would attend every other Norwood Forum meeting. SMcL would seek to meet with Susie every two weeks.

This activity was seen as a useful step to future joint working between Norwood Forum and the BID and raising the profile of Station to Station locally as well as to levy payers. The view was also expressed that establishing a committee structure to pursue initiatives and revamp the website should be priorities for the BID. Views on the Norwood Road car parking changes would also be welcome.

1. **Development of Forum co-ordination role**

PV report on Thurlow Park SNP meeting: noted.

Noted that Committee members should submit before each committee meeting short written reports on other meetings they attend on behalf of Norwood Forum.

1. **Forum communications**

The next newsletter would be published the following week by SdS; an early draft had been circulated.

1. **Chair’s report**

No report in absence of NP.

1. **Treasurer’s report**

Arrangements in hand to add SMcL as mandated signature. LFN bid ((£5k maximum) to be prepared for October submission.

1. **Other business**

Norwood Action Group public meeting: both the date and venue had changed but this was now confirmed as Monday 10 September at the Chatsworth Baptist Church. ACr had written that day to seek from Norwood Forum and by the weekend a list of speakers from Streetworks. SdS would discuss with NP, who would be asked to reply.

Next two meetings (both at 7pm at The Hope (booked by SdS)) and subject to confirmation that NP can attend):

* Wednesday 19 September 2018 (SMcL volunteered to chair this meeting)
* Wednesday 24 October 2018

The meeting ended at 8:55pm.

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| **Action Points {date when discussed)** | **Who** | **When** |
| 1. Communications:
* Website
* Newsletter
* Facebook
* Twitter
* Social Media review session: who is doing what, how media connects and cover
 | TSSdSJW & SMcLJW /SMcL/SdS/NPSdS | Every meeting |
| 1. Environmental issues {26.06.18 and subsequent meetings}:
* Update grot list
* Report back by Veolia on grot list
* Report back by Veolia on communication issues
* Involvement of Cabinet Member
 | TS |  |
| 1. Creation of an effective West Norwood Crime Reduction Strategy and Policing Partnership {25.07.18 & 14.08.18}
 |  | 19.09.18 |
| 1. Thurlow Park Road zebra crossing {11.01.18}
 | NP> Cllr Anna Birley |  |
| 1. Development of Forum co-ordination role: committee member attendances and report backs {26.06.18}
 | All | Every meeting |
| 1. Planning issues {25.07.18 & 14.08.18}:
* 339 Norwood Road car wash: objection
* Library/Cinema: resolution of management plan (CF/TS to write to Picturehouse)
* 12 Ernest Avenue: awaiting expected resubmission
* Site 18 applications (old Laundry site and site behind Texaco garage)
* West Norwood Health & Leisure Centre: fence
* Yeatmans Norwood Road proposals
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| 1. GDPR and data protection: review position {17.05.18}
 | JW/TJS | By 01.06.19 |
| 1. Station to Station
* Standing agenda item
 | SMcL | Every meeting |
| 1. Culture strategy for Norwood
* Circulate redacted action plan
* Ideas
* Attend West Norwood Cinema and Library Steering Group
* Send presentation to SMcL
* Develop strategy: standing agenda item
 | KHAllNP & KHKHKH | Every meeting |
| 1. LFN Away Day (24.06.18) {26.06.18}
* Future Norwood (five years time): ideas
* Supporting information: supply by mid-July
* Funding application: prepare
 | AllNPSdS |  |
| **Action Points {date when discussed)** | **Who** | **When** |
| 1. Networking event {25.07.18}
 | ACa |  |
| 1. Community organising training: for all committee members {25.07.18}
 | JW | 19.09.18 |
| 1. Thameslink train service: cancellations and timetable {25.07.18}
 | SdS |  |