**Trustees & Advisory Committee Meeting Minutes**

The Woodman PH, Birmingham

**Saturday 28 July 2018**

**[A] Trustees Meeting**

**Present:**

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| **Dave Morris (Chair)** | London Friends of Green Spaces Network (LFGN), and Haringey Friends of Parks Forum |
| **Sarah Royal (CEO)** | Birmingham Open Spaces Forum (BOSF) |
| **Michelle Furtado (Vice Chair)** | Adur & Worthing Green Spaces Partnership |
| **Martin Willis** | Nottingham Open Spaces Forum (NOSF) |
| **Ann Ault** | Walsall Network of Parks and Green Spaces |
| **Nigel Sharp (Sec)** | North West Parks Friends Forum (NWPFF) |

**Apologies**

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| **Roland Bruce (Treasurer)** | Bristol Parks Forum |
| **Paul Todd** | Keep Britain Tidy (KBT) |
| **Jenni Rowe** | Edinburgh Parks Forum |
| **Colin Cooper** | South West London Environment Network |

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| **Minutes of previous meeting (18.4.18) & Matters Arising** |  |
| Minutes were agreed. |  |
| **NFPGS Organisational Structure** |  |
| It was agreed to upload the revised Constitution to the NFPGS website and signpost members to this ahead of the next meeting. Here it is!  <https://www.natfedparks.org.uk/pdf/NFPGS_Constitution.pdf> | **DM** |
| **NFPGS Charitable Incorporated Organisation (CIO) application** |  |
| NS agreed to look at insurance options for NFPGS as a CIO.  The opportunity to co-opt additional input to cover specialist skills was discussed, noted that this will be necessary as NFPGS activity develops and if CIO status brings additional roles, resources and commitments.  CIO application to be progressed – need to check what is required and submit. | **NS**  **DM** |
| **NFPGS Development** |  |
| Opportunities to develop ‘associate membership’, with national organisations invited to join, in addition to those already more closely engaged with a specific memorandum of understanding. | **DM** |

**[B] Advisory Committee Meeting**

There were no additional attendees for this meeting – attendance details as Trustees Meeting.

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| **Minutes of previous meeting (18.4.18) & Matters Arising** |  |
| Minutes were agreed. |  |
| **NFPGS Organisational Structure** |  |
| As covered in Trustees meeting. |  |
| **NFPGS Financial Sustainability** |  |
| Although RB was unable to attend DM provided a brief update: income from the KBT Love Parks ‘selfie heart frames’ was approx. £500 with funds being set aside for meetings and the website.  SR provided a brief résumé of discussion withEsmée Fairbairn Foundation (EFF)(Laurence Scott) re. BOSF. NFPGS may be in a position to bid once established as a CIO.  It was agreed to prepare a draft letter to Esmée Fairbairn (EFF) providing an update on NFPGS activity, progress and status - to be agreed and submitted to EFF in advance of CIO registration. This approach would also introduce NFPGS proposals for further development i.e. the need for core costs to cover a part-time worker to support network development, and funds to help facilitate regional development including events.  No further progress reported on any KBT led project initiatives.  DM added that he has shared proposals for regional events and development related to the Parks Action Group (PAG) to these members but the preference is for events with a broader theme than community empowerment, covering more than one working group.  DM to follow up TiCL links which are promoted by NFPGS and on the website.  A Health Parks link is nearly completed – it has been trialed in certain areas of London with a view to being launched nationally – and free for friends groups to use, although a sponsor is needed. DM to update and notify once this is active.  A ‘donate’ paypal button is to be added to the website.  Simon Chapman has pledged support (£50/ year) – RB to arrange a standing order arrangement. All expressed gratitude for this kind support.  DM also reported an approach by Public Space Innovation as a partner for exhibitions in return for NFPGS publicising this organisation. At present it was agreed to decline on the basis this could bring minor benefit with potential issues for capacity and NFPGS activity.  It was noted that Matt Hanrahan (Groundwork) may be able to advise on such partnership working opportunities and related concerns. | **NS/SR/DM**  **DM**  **DM**  **RB**  **SR/ MF** |
| **NFPGS Co-ordination and Administration** |  |
| Website/ Contacts/ Media  Agreed that any potential material for the website should be forwarded to DM who will act as the link.  Website to be revised including:   * add donate button * check/update regional contacts * include map with links * consider resources / guidance docs/ parks value-evidence links * need sign up for new subscribers for newsletter, etc   The proposal to include the Twitter feed on the website has been deferred as webmaster James has advised there are due to be changes to these platforms.  It was also suggested that recent media activity and any links should also be included on the website.  SR continues to collate material from BOSF news and circulate as a newsletter. DM suggested an opportunity to link with the bulletins prepared by MF.  Also to consider possibility of a collective e-mail list for Forums/ Googlemail network?  New Forums/ Regional Development  DM reported formation of a ‘loose network’ representing Bracknell Forest.  The formal launch of the South Gloucestershire forum is planned for September.  A new Greenhaven Network covers the Newhaven/ East Sussex area.  NS has met with ‘Green Sefton’ (Sefton MB Council) officers who are hoping to support a new Sefton area forum.  MF is organising a South East Green Spaces Network conference (20/11)while the Adur-Worthing Forum held an AGM celebration with around 20 groups. The two area councils are supportive too.  MW reported that the Nottingham Open Spaces Forum is an unincorporated charity with a website and around 60 member groups, around 20 are active at present. <http://nosf.org.uk/index.html>The Forum meets quarterly with a Boardwhich meets every two months. MW added that Nottingham City Council is due to host a wider East Midlands parks meeting.  SR reported 80 attended a Conference at Cannon Hill Park. BOSF is working with Groundwork on a Youth Project, and ‘Greener Birmingham’ with similar groups. A Year of the Volunteer 2019 greener summit is planned. Natural Capital discussions are being held as part of a combined authority.  BOSF is preparing for further cuts to Council budgets and services – with the remaining rangers and park keepers under threat. Key council cabinet members are being lobbied.  Groups are encouraged to record data (volunteer inputs, etc) with group insurance cover conditional on this level of reporting. SR to circulate an infographic which has been prepared.  BOSF AGM is due in August.  Walsall Parks Forum has a new chair, AA is Treasurer. The group is constituted with a bank account and plans to apply for Awards for All funding.  NS reported that NWPFF held a Gtr. Manchester workshop – the second of a series of sub-regional events. Over 20 attended with guest speakers providing case studies. Further events are planned for Cheshire, Merseyside and Cumbria with the programme concluding with a Conference.  DM updated on Haringey Forum and London Network matters:   * in Haringey 12-20 of the 45 local groups meet every 2 months. The Forum has lobbied for a scrutiny review of parks service funding. 15 recommendations were presented to the Council, the Cabinet agreed to many, including: the principle that all parks that are ‘capable’ should be submitted for Green Flag award (22 at present); that sites ‘of sufficient size’ have site-based staff; that all parks and green spaces should be covenanted through Fields in Trust (FiT) to be implemented gradually as limited by administrative capacity – talks ongoing with FiT. Discussions about finding additional resources – including s106, CIL, poss. public health budgets. 10 year Open Spaces strategy being undertaken. * London Friends of Green Spaces Network represents the movement of around 600 groups and 17 borough forums around London. It has 6-weekly meetings alternating between Committee and a general membership meeting. Website has recently improved and there are now regular bulletins. Trying to influence London policies. More details at: <http://www.lfgn.org.uk> * The London National Park City (NPC) will be established in 2019 <http://www.nationalparkcity.london>. A global charter for NPCs worldwide is being planned. Glasgow is following suit. | **All note**  **DM**  **SR/ MF**  **SR / DM** |
| **National Campaigning** |  |
| Parks Action Group  The Parks Alliance has applied for funds to coordinate Parks Action Group (PAG) projects. PAG work continues, bringing together 9 national bodies from across the parks sector, alongside Govt. cross-departmental activity delivered through 6 work streams with a general meeting six monthly. NFPGS (Dave) chairs the Empowering Communities workstream.  DM noted funds are required for the PAG delivery. However there has been a delay in allocating any of the £0.5m PAG funds for related consultation and research to contribute to the PAG process.  NFPGS and Groundwork (leading the Increasing Usage workstream) are working together to advocate the need for resources to deliver a series of regional network development events to enable grass roots consultation and sharing good practice. MF reported on the Increasing Usage group with work underway to determine those groups not using parks and green spaces as much and an analysis of need, including mapping linked to health data.  As we all know there needs to be a massive injection of funding (probably at least £1-2 billion) to support parks and green spaces on the ground throughout the country to reverse the slide into crisis. SR reported that the Funding working group (Chris Worman – Chair) was developing options (eg environmental taxes, precepts, planning gain, other funding streams) to be put to the Government to help achieve this. The group had shown sector finances to be often reported erroneously, with a need for more accurate data to highlight the issues and need. Additional collation is needed of the widespread evidence of the issues and value from health and wellbeing, climate/ environment, regeneration and other benefits.  FiT is working on open space standards for Green Infrastructure with Nick Grayson (Birmingham City Council) involved.  Those involved with PAG activity noted areas of progress including the:  - designation of a ministerial role to include parks,  - establishment cross sector groups with joint working,  - sharing of sector information  - recognition of NFPGS as a valuable contributor  However, there is frustration at the lack of dedicated resources and a growing need for greater Government commitment to action.  The Parks Charter  It has been successfully launched (21.6.18) to add leverage to this process with the Select Committee due to reconvene in the Autumn when it is hoped there will be added park profile and DM is lobbying for the Committee to be part of a public process.  DM presented the Charter to Westminster Government (MHCLG rep) as part of a coordinated launch which included the Edinburgh Friends Forum at Holyrood in Scotland. An initial letter of reply has been sent to NFPGS from the minister, Rishi Sunak MP which although noting cross sector support for the Charter (and praising the NFPGS), is relatively non-committal, avoiding some of the key demands. The Govt commits to addressing issues with the PAG.  Over 20 national organizations are now backing the Charter. Theres a need to discuss with 38 Degrees for a further push for petition signatures from the wider public ahead of any Select Committee reconvening was noted.  There is also a need to clarify Charter related costs collectively paid + NFPGS paid to ensure adequately reimbursed.  Other  A Local Government Association ‘Action on Parks conference (24.5.18) was attended by DM/SR/MF. We did a presentation on ‘Collective Volunteering (Friends Groups and Forums). More details at:  <https://www.local.gov.uk/action-parks-24-may-2018-london-0>  DM and SR also did a similar joint presentation at an APSE SE conference. | **DM/RB** |
| **Strengthening the Movement** |  |
| There is a need to make enquiries with other (PAG) organisations in relation to a future ‘protecting green space’ event and preparing appropriate guidance.  MW agreed to act as an East Midlands regional contact to support network development and regional enquiries with unanimous support from those present.  Partnerships  Memorandum of Understanding (MoU) are in place with KBT, FiT and Groundwork, with a draft awaiting approval with TCV. An additional is proposed with Care Farming UK (formerly Federation of City Farms) and the National Federation of Cemetery Friends. | **DM**  **MW**  **DM** |
| **AOB** |  |
| NS confirmed submission of NFPGS comment to the call for evidence by the House of Lords as part of ‘Our Civil Society’ which is due to report on strategy proposals soon.  DM confirmed approval of a ‘Rethinking Parks’ project at Lordship Rec as one of 8 awards to promote innovative management. The Lordship Rec 2-year project is backed by the NFPGS. It will promote community empowerment around London (and then UK), partnerships with parks management, good practice and a range of models for adoption elsewhere, and could include establishing a peer to peer, community-led consultancy. It will aim to capture good case studies and identify champions to promote community empowerment in regions around the UK. The NFPGS will publicise this later in the year.  More details at: <https://www.nesta.org.uk/blog/meet-rethinking-parks-innovators/> |  |
| **Date of Next Meeting** |  |
| Saturday 13 October – venue to be confirmed |  |