**Trustees Meeting Minutes**

Zoom Meeting

**12 August 2021**

**Present:**

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| Dave Morris (Chair, NFPGS) | London Friends of Green Spaces Network (LFGN) |
| Sarah Royal (CEO, NFPGS) | Birmingham Open Spaces Forum (BOSF) |
| Martin Willis (Treasurer & Vice Chair, NFPGS) | Nottingham Open Spaces Forum (NOSF) |
| Michelle Furtado (Network Coordinator, NFPGS) | Green Tides (Adur & Worthing Green Space P/ship) |
| Marion Williams (ref. MW2) (Vice Chair, NFPGS) | Friends of Leazes Park (Newcastle Parks Forum) |
| Shelly Quinton-Hulme (Organisational Development, NFPGS) | Friends of Trafford’s Parks and Green Spaces |
| Nigel Sharp (Secretary, NFPGS) | NW Parks Friends Forum |

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| **Minutes of previous meeting (25.5.21) and Matters Arising** | |
| Minutes of the previous meeting were agreed with these items providing the basis for the meeting Agenda.  In advance of the meeting DM had circulated:   * minutes from 25.5.21 Trustee Meeting * NFPGS ‘strengthening community empowerment in parks’ ppt. for NHLF (2.8.21) * Project Enquiry Form for NLHF Heritage grant. * ‘Better Friends’report   DM also shared the infographic ‘Benefits of Friends groups for Parks and Green Spaces’ |  |
| **Administration update** | |
| MW confirmed the deadline for reporting to the Charity Commission is end of Jan ’22. Caroline Jepson (Friends of Lordship Rec.) has again kindly agreed to provide independent auditing of accounts.  MW confirmed bank account updates to cover revised trustee details have been circulated and completed.  SQH has established a google drive shared folder:  <https://drive.google.com/drive/folders/1kxN4cIcpfw2gQ5etAQQuTb3CgJyt7BR7>  Officers confirmed extensive NFPGS material has now been uploaded, including archive and recent sector reports, with additional reference material. NS has added group minutes and will continue to review material to upload to ensure accuracy of these docs.  DM advised that promotion and recruitment of additional trustee roles has been deferred pending review of NFPGS needs and possible capacity due to forthcoming funding bids. | **NS** |
| **Finances** | |
| DM reported on a positive meeting with reps from the National Lottery Heritage Fund (NLHF) to discuss a pre-application, project enquiry form. He added that although at this stage there is no specific bid, this process aimed to seek feedback and advice on the most appropriate programme to satisfy NFPGS proposals. The meeting included a presentation – DM has shared the ppt. – which was informed by data from the Better Friends online group evaluation tool.  The core of this proposal is to strengthen NFPGS infrastructure to deliver support for community empowerment and parks, through sharing of good practice, developing capacity and increasing inclusion – linking to key NLHF objectives and specific areas (i.e. local authority locations) of interest. There are opportunities to link with, and benefit other NLHF initiatives, such as the ‘Future Parks Accelerator’ programme, and the ‘Future Proof Parks’ youth project (Groundwork).  The outline proposal comprised a project value of c£400K, including £208K NLHF funds matched with possible Esmée Fairbairn or Rowntree Foundation funds. DM reported that a formal response from NLHF is imminent, following which a Finances Working Group meeting will be arranged. | **All** |
| **Parks Community UK** | |
| Following delays with GreenNet, Gill Moore hopes to complete the website revamp by the end of August. Although payment for these works has been made in advance it was noted that there is a need to quantify ongoing costs and budget requirements – including GM fees + hosting costs - to sustain provision of this important resource.  DM had circulated a draft ‘Better Friends’ report highlighting key findings from the initial period of adoption of the parks group strength checker. | **DM/MW** |
| **National Publicity** | |
| DM addressed the meeting of the All Party Parliamentary Group with a successful outcome for the Chair of the Select Committee to reconvene the national enquiry.  <https://publications.parliament.uk/pa/cm/cmallparty/210825/parks-and-green-spaces.htm>  The need to highlight links with Climate Change issues was noted – MW2 added that activities are planned in Newcastle for the Great Big Green Week; MF noted the need to relate park issues and opportunities to COP26 activity and agreed to prepare a dedicated NFPGS bulletin.  DM / SR added that a further meeting of the Future Park Accelerator community voice network is also due.  DM reported that the Pedal 4 Parks cycle event had taken place but NFPGS had not been directly involved.  DM has been contacted by researchers from the British Geological Society considering geothermal energy. NS added that he was aware of relevant links on this opportunity and agreed to share details – see below:  <https://www.wearepossible.org/powering-parks>  <https://www.apse.org.uk/apse/assets/File/06%20Bruce%20Irving%20-%20standard.pdf>  DM has also been approached in relation to university led European-wide research on common lands. | **MF**  **SR/ DM**  **NS** |
| **Strengthening NFPGS / Regional Networking** | |
| SR + MW attended the Midlands Parks Forum (for park managers) and are discussing the involvement of park community groups in a conference and noted the potential for a separate community focused network.  DM has attended a Sunderland Forum and also a Thurrock Forum meeting; MW2 reported that a Newcastle Forum meeting is planned for September.  SQH added that Trafford groups met with Council representatives in July.  NS reported that although the Wirral Parks Forum committee has now stood down this is expected to be an impasse – in the interim NS/ NWPFF will provide a contact for local groups and NS has spoken with Robert Lee (NWPFF and former Chair,Wirral Parks Forum) who is in discussion with Wirral Council to develop links to rejuvenate the Forum.  NS added that in his role at Sefton CVS he hosted a zoom meeting of Sefton’s parks community groups with Green Sefton (Sefton Council) and is optimistic more regular network meetings will help develop this informal Forum. |  |
| **Date of Next Meeting** | |
| All by zoom, links to be circulated prior to the meeting:   * Finances Working Group Sub-Committee Meeting (confirmed and held on 16 September. More planned in Oct/Nov.) * TBC - Next Trustees Meeting * TBC - Next ‘Share & Exchange’ General Meeting for all Forums |  |