

Trustees Meeting Minutes

Zoom Meeting

**25 May 2021****Present:**

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)	Friends of Leazes Park (Newcastle Parks Forum)
Shelly Quinton-Hulme (Admin Devlpmt, NFPGS)	Friends of Trafford's Parks and Green Spaces
Nigel Sharp (Secretary, NFPGS)	NW Parks Friends Forum

Welcome and Introduction	
DM welcomed new Trustees MW2 and SQ-H.	
Minutes of previous meeting (10.4.21) and Matters Arising	
Minutes of the AGM and subsequent Trustees meeting were agreed. On reflection Wasyl Strutynskyj has decided he will be unable to support the Treasurer role. DM to share the infographic showing the value of Friends Groups to parks.	DM
Administration update	
MW confirmed he had updated the Charity Commission with Trustee details and the revised banking information is underway, circulating the relevant forms. Discussion followed in relation to administration and general housekeeping. The merit of a shared drive for Trustee access was highlighted, notably for key documents and resources. SQH agreed to progress, MF to assist as necessary. <u>Update from SQH</u>	All
<ul style="list-style-type: none"> the link to the G Drive for the group - https://drive.google.com/drive/folders/1kxN4clcpfw2gQ5etAQQuTb3CgJyt7BR7 Start populating it with any documents that need saving and sharing. It should allow you to create folders as you require them. 	All
Further discussion on Committee capacity – the need for additional officer support, notably to assist the Treasurer role, but also to aid social media.	
Noted that additional need for support to cover different sector themes, and add to regional capacity.	

<p>It was agreed to review / prepare role descriptions for key roles to enable promotion and recruitment, with additional consideration of the greater flexibility from remote working and meetings.</p> <p>SQH and MW2 provided an update on experience and interests: SQH brings additional expertise in governance and fundraising; MW2 adds similar knowledge with experience in planning and placemaking. It was noted that access to a new shared drive and additional resources and reports would enable both new trustees to support NFPGS development further.</p>	DM
Finances	
<p>The SurveyMonkey renewal fee is due – approx. £500. It was agreed renewal at this stage would be unnecessary – the previous level of support is not required at present and there are alternative options commensurate with current needs. If necessary for future activity this will be reviewed.</p> <p>DM reported discussion with Drew Bennellick (National Lottery Heritage Fund) had indicated support for NFPGS however further discussion is planned in June to consider wider Lottery funding options. [Update: Following further discussion a Project Enquiry has been submitted]</p>	DM/PE
Parks Community UK	
<p>Green Net are to revise the website. Gill Moore (Friends of Turn Moss, Trafford) continues to manage website content and social media.</p> <p>The Better Friends strength checker will inform a report on group capacity building once the total has reached 200 groups supported by the online tool. [Update: Being finalised]</p>	GM DM
National Publicity	
<p>NFPGS has been invited to contribute to the All Party Parliamentary Group meeting – DM had circulated a briefing note re the Select Cttee Inquiry / PAG / subsequent calls for action – sent to all associated MPs and the wider sector.</p> <p>DM continues to link NFPGS to sector networks: The Parks Managers Forum/Association has established the ‘Parks Collective’ https://www.parksmanagement.org.uk/the-parks-collective/ while The Parks Alliance is merging into the Landscape Institute and helping set up a loose Parks and Green Space Network https://www.theparksalliance.org/the-parks-alliance-and-landscape-institute-unite-to-create-a-stronger-voice-for-parks/</p> <p>NFPGS retains a crucial role in these bodies as the independent, grass roots representative for parks and green space community groups.</p> <p>Concerns were expressed about community representation and involvement in the Future Parks Accelerator Programme and another FPA Community Voice Networking meeting is planned.</p> <p>The Pedal 4 Parks cycle event has been considered as an opportunity to link with adjacent parks and green spaces although the route is restrictive.</p>	DM SR

<p>Forthcoming opportunities include Great British Spring Clean (28/5 – 13/6); Love Parks Week (23/7 – 1/8) and the Big Green Week (Sept 18-26th) to promote the COP26 climate emergency summit in Glasgow in November</p>	
<p>Strengthening NFPGS / Regional Networking</p>	
<p>The need for additional representation with regional representatives was reiterated. This could be included in any appeal for additional trustee officer role support.</p> <p>Additional communications support with a database of reports, etc. could support requests for evidence</p>	
<p>Date of Next Meeting</p>	
<p>Noted a need to set a programme of Trustee and General meetings. Update: Trustees meeting August 12th.</p>	