Trustees Meeting Minutes
Zoom Meeting

## 13 April 2023

## Present:

Dave Morris (Chair, NFPGS)	London Friends of Green Spaces Network (LFGN)
Shelly Quinton-Hulme	Friends of Trafford's Parks and Green Spaces
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)
Cliff Munn	Brighton & Hove Green Spaces Forum
Paul Ely	Parks Community UK
Nigel Sharp (Secretary, NFPGS)	NW Parks Friends Forum

## Apologies

Marion Williams (ref. MW2)

Friends of Leazes Park (Newcastle Parks Forum)

Minutes of previous meeting (5.12.22) and Matters Arising		
<ul> <li>Minutes of the previous meeting were agreed.</li> <li>Matters arising covered by agenda items.</li> </ul>		
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Finances& Fundraising		
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<ul> <li>Finances</li> <li>MW will finalise the accounts for 2022/23 and circulate prior to stepping down from the role, in addition to updating registered signatories – SQH to be added.</li> <li>Other updates/ action agreed required:</li> </ul>	om <b>MW</b>	
<ul> <li>PE to be added to the Trustees (MW requires details to notify Char Commission (CC) ).</li> <li>SQ-H to become primary CC contact for admin. reporting, etc.</li> </ul>	ity <b>PE/MW</b>	
<ul> <li>CM to discuss Treasurer role with MW and provide future cover for this ro</li> </ul>	le. CM/MW	
Fundraising		
<ul> <li>DM confirmed a donation of £500 will be made by The Gardens Trust for support with a survey for area forums (see later – National Campaigning).</li> </ul>	ort	
<ul> <li>Also a donation of £250 from Greenpeace UK for Dave appearing as a guest speaked</li> </ul>	er.	
MW left the meeting with the thanks from all the Board for his commitment and support.		
<ul> <li>DM &amp; PE are continuing to review material for a submission to the National Lotte Heritage Fund (NLHF).</li> </ul>	ery	
<ul> <li>Consideration has been given to reducing the scale of the bid with benefic implications for reducing the level of match funding required.</li> </ul>		
<ul> <li>DM is discussing match funding support from Civic Power and a modified budget</li> </ul>	is	

in preparation. Update: unsuccessful.	DM
was agreed to aim to continue to provide cover for the treasurer role by a nominated rustee (CM) for the time being, subject to review should the financial position of the CIO hange significantly $-$ i.e. a funding award, with implications for financial management emands and responsibilities. A job description for the role has been drafted and should uch a need arise this will be reviewed too.	
dministrative issues and roles	
Vebsite & media	
<ul> <li>No major additional updates – MF to provide general support for Gill with the website.</li> </ul>	MF
<ul> <li>NS added that enquirers have reported a broken link on the NFPGS website to membership registration.</li> <li>There is also an issue with Better Friends sign ups not updating MailChimp.</li> </ul>	
<ul> <li>MF to check and amend as necessary or advise Dave Hastings.</li> <li>Better Friends is now up to 400+ groups having audited themselves.</li> </ul>	MF
<ul> <li>DM has e-mailed KBT re. continued promotion of the Better Friends tool to Green Flag Award applicants. Update: they agreed to do again soon.</li> <li>The tool will continue to be promoted and there may be scope to provide an</li> </ul>	DM
<ul> <li>addendum to the progress report on toolkit use.</li> <li>A newsletter is due and DM agreed to discuss with MF material to include.</li> </ul>	DM/ MF
FPGS Initiatives, Projects and Issues	
esearch – project proposal	
• PE had shared information in relation to an NFPGS Friends Groups and ethnic diversity project proposal prepared in association with Nyma, a research student from UCL, immediately prior to the meeting and provided an overview of this material, inviting comment.	
• The proposal would take approx. 3 months to set up, recruiting participant groups and run for 12-15 months.	
<ul> <li>SR noted that in Birmingham a demographic survey is underway; DM added that in London the Forum has a Diversity and Inclusion Working Group [re youth, ethnic diversity, class, disability etc].</li> </ul>	
<ul> <li>Learning from this study could be applicable as good practice for other sectors where exclusion and diversity issues occur too.</li> </ul>	
<ul> <li>PE also shared proposals from HACT to apply a social value toolkit to assess impact and invited comment and any additional examples of alternative approaches.</li> <li>SR has data for Birmingham in relation to community contributions and agreed to alternative for a second second</li></ul>	PE
<ul><li>share for reference.</li><li>PE agreed to share further draft material for the project proposal for comment, and</li></ul>	
possible zoom discussion. He added that it is uncertain which, if any, ethnically diverse group could be involved in project delivery – does the Black Environment Network have the capacity? Are there other appropriate groups who could be involved?	
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Dates o	f Next Meetings		
	including a skills matrix, code of conduct, etc.	SQ-H	
•	SQ-H suggested she could circulate details and governance advice for Trustees		
•	Play Equipment conference linking with parks managers, etc.	SR	
•	and there has been further discussion. SR is due to speak in Yorkshire about Area Forum development and impact with a		
٠	East Sussex Council enquired about park friends support – NS referred to MF/ CM		
	https://www.makespaceforgirls.co.uk/parkwatch.		
	and a campaign to monitor park use is planned for late May - details at:	PE	
•	The Make Space for Girls has an event in Leeds 10-11 May which PE is due to attend		
	available as a video resource, but there was no discussion slot in the programme. May submit a similar proposal for the next Congress (Australia).		
	enabling discussions and sharing of experiences from around the world. It was made		
	the World Urban Parks congress at the end of last year in Mexico with a view to		
•	DM recorded a ppt presentation on Community Involvement and Empowerment for		
	history research which may link to this too <sup>1</sup> .		
	potential link to research topics and parks related publications. NS added that Katy Layton-Jones <u>https://www.katylaytonjones.com</u> has undertaken some park cultural	DM	
٠	DM has a draft 'history of the Friends group movement' to circulate and upload – a	ым	
	at site level. MF added that Green Tides has a Volunteer Charter.		
•	jointly developed by the Council's parks service and Friends groups to work together		
•	DM updated that in Haringey an MoU [memorandum of understanding] is being		
AOB			
	support each with adoption of a Memorandum of Understanding (MoU).	DM chase	to
•	The Wildlife Trust and Friends of the Earth have expressed interest in providing		te
	landscapes.		
	support participation, develop skills and protection of historic gardens and		
•	DM updated on an agreement to support The Gardens Trust and a questionnaire engaging with park friends/ community groups through the parksforumuk list, to		
	https://www.wcl.org.uk/nature-for-everyone.asp		
	planning policy, involving around 65 organisations, is ongoing - details at:		
	The 'Nature for Everyone' campaign by Wildlife and Countryside lobbying on		
Nationa	Il campaigning		
	complimenting other inclusion related proposals.		
	health. Gemma has previously had support from NESTA to develop an approach and there may be potential to apply this to parks community engagement,		
•	Discussion is underway with Prof. Gemma Moore re. community empowerment and		
	student.		
	questionnaires to generate further detail. PE to discuss approach further with a		
•	challenges and operational issues. There is scope for this to be informed by Better Friends feedback, with additional	FL	
	local authorities. This would aim to improve working relationships, also highlighting	PE	
	preparation of good practice guidance for friends/ community groups working with		

<sup>1</sup><u>https://thegardenstrust.org/wp-content/uploads/2016/10/uncertain-prospects-2.pdf</u>

• Suggested next meet as a General Meeting. Need to agree a theme to f	
discussion – provisionally 'Inclusion and Diversity'. Suggested late June/ early Ju	ly.

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