

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)
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Minutes of previous meeting (5.12.22) and Matters Arising	
<ul style="list-style-type: none"> Minutes of the previous meeting were agreed. Matters arising covered by agenda items. 	
Finances& Fundraising	
<p>Finances</p> <ul style="list-style-type: none"> 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. Other updates/ action agreed required: <ul style="list-style-type: none"> PE to be added to the Trustees (MW requires details to notify Charity Commission (CC)). SQ-H to become primary CC contact for admin. reporting, etc. CM to discuss Treasurer role with MW and provide future cover for this role. <p>Fundraising</p> <ul style="list-style-type: none"> 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). Also a donation of £250 from Greenpeace UK for Dave appearing as a guest speaker. <p>MW left the meeting with the thanks from all the Board for his commitment and support.</p> <ul style="list-style-type: none"> DM & PE are continuing to review material for a submission to the National Lottery Heritage Fund (NLHF). Consideration has been given to reducing the scale of the bid with beneficial implications for reducing the level of match funding required. DM is discussing match funding support from Civic Power and a modified budget is 	<p>MW</p> <p>PE/MW</p> <p>CM/MW</p>

<p>in preparation. Update: unsuccessful.</p> <p>It was agreed to aim to continue to provide cover for the treasurer role by a nominated trustee (CM) for the time being, subject to review should the financial position of the CIO change significantly – i.e. a funding award, with implications for financial management demands and responsibilities. A job description for the role has been drafted and should such a need arise this will be reviewed too.</p>	<p>DM</p>
<p>Administrative issues and roles</p>	
<p>Website & media</p> <ul style="list-style-type: none"> • No major additional updates – MF to provide general support for Gill with the website. • NS added that enquirers have reported a broken link on the NFPGS website to membership registration. • There is also an issue with Better Friends sign ups not updating MailChimp. • MF to check and amend as necessary or advise Dave Hastings. • Better Friends is now up to 400+ groups having audited themselves. • 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. • The tool will continue to be promoted and there may be scope to provide an addendum to the progress report on toolkit use. • A newsletter is due and DM agreed to discuss with MF material to include. 	<p>MF</p> <p>MF</p> <p>DM</p> <p>DM/ MF</p>
<p>NFPGS Initiatives, Projects and Issues</p>	
<p>Research – project proposal</p> <ul style="list-style-type: none"> • 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. • 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]. • Learning from this study could be applicable as good practice for other sectors where exclusion and diversity issues occur too. • 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. • SR has data for Birmingham in relation to community contributions and agreed to share for reference. • PE agreed to share further draft material for the project proposal for comment, and 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? • Suggested approach would involve 5 cities, engaging with area forums. <p>Other Research items</p> <ul style="list-style-type: none"> • Another student led research opportunity being proposed is to support the 	<p>PE</p>

<ul style="list-style-type: none">• Suggested next meet as a General Meeting. Need to agree a theme to focus discussion – provisionally 'Inclusion and Diversity'. Suggested late June/ early July.	All
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