

Trustees Meeting Minutes

Zoom Meeting



Monday 15 April 2025

Present:

Dave Morris (Chair)	London Friends of Green Spaces Network (LFGN) + Haringey Friends of Parks Forum
Shelly Quinton-Hulme (Treasurer)	Friends of Trafford’s Parks and Green Spaces
Michelle Furtado (Network Coordinator)	Green Tides (Adur & Green Spaces Worthing Partnership)
Nigel Sharp (Secretary, NFPGS)	NW Parks Friends Forum

Apologies

Nicola Dempsey	Sheffield Green Spaces Forum
Paul Ely	Parks Community UK
Sarah Royal	Birmingham Open Spaces Forum (BOSF)

Minutes of Previous Meeting (Trustees 10.3.25; General 22.3.25) and Matters Arising	
Minutes from the previous meetings were agreed.	
At the General Meeting Suzanne King (Barnet Green Spaces Network) expressed an interest in becoming a NFPGS Trustee. DM to contact and discuss the role.	DM [done]
Chris Blythe (BOSF) reported that he had been unable to add to the Parks Forums email list – DM to check and add as necessary.	DM [done]
All agreed the discussion re. Forum creation and sustainable development was a useful item. NS suggested this comment could inform further guidance to include at Parks Community UK and agreed to draft and share a briefing note for Trustee comment.	NS
SQ-H recommended forward planning to prepare a NFPGS meeting calendar and agreed to prepare a draft schedule for Trustee input (see AOB also).	SQ-H [Done]
NFPGS Update	
<p>Parks Working Group (PWG)</p> <ul style="list-style-type: none"> - the Community Empowerment ‘Task & Finish’ group, chaired by DM, met in March to identify action points for DM to share/ delegate. - Paul Todd (Keep Britain Tidy) is to be approached to share Green Flag Award data which may help inform the work. - A similar Finance group has also met, DM hopes to be involved at future meetings. - DM has provided relevant previous reports to the working group. - ND is also involved and offered support with research. - The next themed group will consider planning policy (24.4.25). - Aim for PWG to feed in to the next Government finance review in the Autumn. 	

<p>NFPGS Working Groups</p> <p>Research (PE/ ND)</p> <ul style="list-style-type: none"> - Apologies from PE & ND – no update available. - At the General Meeting various groups agreed to pilot the proposed surveys. - Group is also due to pilot the Inclusion & Diversity checklist. - DM to contact PE to review progress and next steps. <p>Funding (SQ-H/ PE/ NS)</p> <ul style="list-style-type: none"> - No further meetings since the last Trustee meeting but due to meet again in May. <p>Campaigning</p> <ul style="list-style-type: none"> - Yet to commence. - MF agreed to draft a position statement identifying key items to consider: e.g. funding, development threats, etc. which could be circulated to members and encourage possible input to the Group. - Suggested that CPRE could be approached to be involved or share good advice, practice, etc. <p>NS noted recent media attention related to loss of National Park funding https://www.bbc.co.uk/news/articles/cg72zvqpmgzo</p> <p>NFPGS (DM/NS) has also written to The Gardens Trust in support of their campaign against loss of statutory planning consultee status.</p>	<p>PE/ ND</p> <p>DM</p> <p>SQ-H/PE/ NS</p> <p>MF/DM</p>
<p>NFPGS initiatives, projects, campaigning</p>	
<p>BeeEthical</p> <ul style="list-style-type: none"> - DM circulated details re. this fundraising opportunity (9.4.25). - SQ-H noted the initiative is relatively new, with a limited track record. It has been developed by a marketing firm – creating a lottery to support charitable fundraising for groups. - SQ-H agreed to explore further and share thoughts. - More details at: https://bee-ethical.com <p>Plantlife</p> <ul style="list-style-type: none"> - Stage One Climate Action Fund bid submitted with NFPGS as a partner (also APSE). - Aim to develop ‘No Mow May’ initiative to expand community awareness and action to mitigate impact of climate change, support biodiversity, etc. - If successful a more detailed Stg. 2 bid will follow with NFPGS input later this year. - NFPGS role to be supported by dedicated grant funded worker (3yr post) employed through Plantlife, with additional expenses. <p>APSE</p> <ul style="list-style-type: none"> - NS presented an overview of NFPGS to the APSE Central Webinar ‘Protecting and Enhancing Urban Green Spaces’. - This continued positive links with APSE following previous support and an invitation to attend the recent Parks Seminar (a summary of this event has been circulated - contact NS for more details). 	<p>SQ-H</p>

AOB	
<p>Website</p> <ul style="list-style-type: none"> - DM to ask Dave Hastings to check/ manage the NFPGS website. MF has had issues uploading items. - Agreed that generally the preferred approach for sharing of documents (mins, etc.) is to circulate a link to uploaded docs on the NFPGS website. - Noted that funding to develop the Parks Community UK website further remains a priority for future funding bids. 	DM
<p>Banking</p> <ul style="list-style-type: none"> - need for additional authorized trustees – NS to progress reactivation of mandate. 	NS/SQ-H/DM
<p>Volunteer support</p> <ul style="list-style-type: none"> - Chris Blythe (BOSF) has shared a volunteer data recording sheet with a view to sharing with Forum reps - Agreed that the BOSF info graphic approach is also good practice – details at: https://bosf.org.uk/bosf-logged-volunteer-hours-april-2023-march-2024/ - These items could provide the basis for a case study – SQ-H agreed to review with CB. - This could link to the SQ-H doc '10 steps to happy volunteers'. DM suggested this generic doc. could be tweaked to become more park based. - It was agreed this could be circulated to members as guidance – NS suggested it could be appropriate to share during Volunteers' Week (2 June – 8 June) – details: https://volunteersweek.org 	SQ-H
<p>NFPGS Governance</p> <ul style="list-style-type: none"> - SQ-H is preparing the 2024/25 Annual Report for the Charity Commission and noted that Trustees need to stand down /change roles for 25/26 since each officer will have completed the maximum 5yr term stipulated in the CIO constitution. - Although revising the Constitution is an alternative, it was suggested this is impracticable owing to timescales for Charity Commission approval, etc. With this in mind it was agreed the easiest option may be to change officers. - The annual report / accounting period is from early April, SQ-H suggested the next AGM should be early Autumn to align activity more closely. - Provisionally this was agreed for 27 September 2025. 	
<p>Meeting diary dates</p> <ul style="list-style-type: none"> - with the AGM as a key date in the NFPGS calendar, the scheduling of future meeting was discussed. - Provisionally a programme of 3 general meetings – including the AGM, preceded by Trustee meetings was proposed, with additional Working Group meetings as necessary. - General meetings usually to be held Saturday mornings, Trustee meetings on Tuesday evenings. - SQ-H agreed to prepare and circulate a draft meeting calendar as a basis for discussion and with a view to finalizing future dates for 25-26. 	SQ-H
Date of Next Meeting	
Trustees meeting: 7.30pm Tuesday 17 June (by zoom)	All