



BRIGHTON & HOVE
GREEN SPACES FORUM

BRIGHTON & HOVE GREEN SPACES FORUM ANNUAL GENERAL MEETING MINUTES

Date / Time – Tuesday 15th February 2023 at 6pm

Virtual meeting using Zoom

ATTENDEES	
Alan Cooke	FO Craven Wood
Carol Springgay	Eastbrook Community Gardens
Richard Stowe	Eastbrook Community Gardens
Dominic Furlong	Roundhill Green Spaces
Judith Taylor	Palmeira & Adelaide Garden Fund
Bernadette Skinner	Ovingdean Community
James Newmarch – Committee	Brighton and Hove Wildlife Forum & FO Brighton Greenway
Maureen Winder – Committee	Level Community Forum
Melanie Davis- Committee	Friends of St Ann’s Well Gardens
Cliff Munn - Committee	City Park Rangers & St Peter’s Churchyard Volunteers
Vivienne Barton- Committee	City Parks Rangers Volunteer & Tree Forum Member
Juliette Hunting	Brunswick in Bloom
Michael Creedy	
Dan Danahar	Liz Williams Butterfly Haven
Sally Wadsworth	Benfield Wildlife & Conservation Group

APOLOGIES	
Clare Millet-Hopkins	Woodingdean Wilderness
Kate Rice	Roundhill Green Spaces
Jane Power	Roundhill Green Spaces
Debbie Pryer - Committee	Stanford & Cleveland Community Garden
Alan Moon - Committee	FO Hove Park
Sue Johnson	FO Hove Lagoon
Fiona Bower	FO Brunswick Square

1. Welcome by Chair Cliff Munn

The Chair welcomed everyone to the meeting. It was confirmed later in the meeting that it was quorate (ie 8 or more Forum member groups were represented).

2. Apologies

The names of those from who apologies were received were read through.

3. Matters Arising from previous AGM

Brighton & Hove Tree Strategy Consultation - a draft document has been published worthy of close scrutiny and was due for public consultation in 2020. It details the future strategy for trees across the city and in its current form has significant implications for the future of street trees in situations where pavements are narrow. The draft tree strategy can be viewed at [https://present.brighton-hove.gov.uk/Published/C00000823/M00009507/AI00075618/\\$20190930111810_020276_0066604_BHCCTreeStrategyworkingdraft9.docxA.ps.pdf](https://present.brighton-hove.gov.uk/Published/C00000823/M00009507/AI00075618/$20190930111810_020276_0066604_BHCCTreeStrategyworkingdraft9.docxA.ps.pdf)

Update from Paul Campbell (15/2/2022) – ‘The 2019 Tree Strategy is to be superseded with a new Tree Planting document, that our Arboricultural team is currently working on. This will better reflect the challenges and opportunities for the city’s trees going forward. At present, it is not clear as to how this will be consulted on in the future’.

No additional details have been forthcoming on this issue so it remains ongoing. The Forum will update members when further information is received - **ONGOING**

Group Contact Details - All member groups were asked to check their contact details on the Forum website at <http://bhgreenspaceforum.org.uk/friends-of-groups/> Any request for update to be Emailed to the Forum Secretary at bhgsforum@gmail.com - **DISCHARGED**

4. Chairman’s 2022 Report

The Chairman’s 2022 Report was delivered and accepted by all present. A copy can be found at Appendix A of these minutes.

5. Treasurer’s 2022 Report

The Treasurer’s 2022 Report was delivered and accepted by all present. The financial summary for 2022 can be found at Appendix B of these minutes.

6. Election of Officers

The following nominations were officially endorsed by being seconded with a show of hands:

Chair and Secretary

Cliff Munn – CityParks Ranger Volunteer, Lookerer & St Peters Churchyard Volunteer.

Treasurer

Alan Cooke – FO Craven Wood – **Newly appointed**

Committee Members

Melanie Davis – FO St Ann’s Well Gardens

James Newmarch – B&H Wildlife Forum & FO Brighton Greenway

Alan Moon – Friends of Hove Park

Debbie Pryer – Stanford & Cleveland Community Garden

Maureen Winder – The Level Communities Forum

Vivienne Barton – CityParks Ranger Volunteer & B&H City Council Tree Forum member

The Chair welcomed Alan Cooke and thanked him for agreeing to become Forum Treasurer.

The Chair thanked Vivienne Barton for her contribution as Forum Treasurer.

The Chair thanked the Forum Committee Members for their contributions during 2022.

The AGM formalities were concluded.

7. Any other business

Juliette Hunting asked for detail of the Council policy for managing tree roots when they start to lift pavements. This was discussed by those present with the consensus being that roots were generally smoothed over with tarmac and only removed at a last resort (mainly due to cost). The Chair agreed to seek clarification from B&H City Council.

Richard Stowe shared some information re research he had been involved with ref using bore holes as a way of managing tree roots. He agreed to email details over to the Forum who would then onward communicate it to B&H City Council.

Various questions and discussions were had over the role of the Forum and its objectives going forward. The Forum Committee agreed to consider holding meetings where groups could share information on their activities with one another.

The meeting ended at 7.10pm

Appendices A and B follow:



2023 AGM – 15th February 2023 – Chairman’s Report for 2022

The Forum was launched in October 2017, it is fully constituted with a membership currently sitting at 95 groups (75 of which are site specific). All member groups have been validated, their details can be found on the Forum website at <http://bhgreenspaceforum.org.uk/friends-of-groups/> This continues to be recognised as the ‘go to’ location for quality information on our city’s green space volunteer community.

The primary role of the Forum is to provide a communications hub for Green Space volunteer groups actively working in the city’s parks and green spaces.

Key deliveries through 2022 include:

1. The Forum has liaised closely with B&H CityParks throughout the year who work through us for communications out to green space volunteer groups.
2. The Forum managed around 120 member queries and questions during the course of the year.
3. Our Website, Facebook and Twitter Pages remained active. With the website ‘Resources’ pages carrying an array of useful information.
4. A member Group map was added to the website this year which has received excellent feedback.
5. We continued to support the local initiatives on Dutch Elm Disease prevention. The DED spotters guide is hosted on the Forum website.
6. The number of groups now working more independently as a result of volunteer leadership accreditation has increased to around 50. Accredited groups find it easier to gain help and support from CityParks. Volunteer Leader courses (plus associated First Aid training) can be applied for by writing to Cityparks.volunteers@brighton-hove.gov.uk
7. Although no longer having a committee representative on the Community Works board. The Forum retains its active membership of Community Works.
8. The Forum delivered Newsletters in April and October. We continue to receive good feedback on our Newsletters, particularly the individual group updates. We will approach groups again to request their input for our Spring edition.
9. The Forum has maintained its Zoom account which it uses for committee and member meetings.
10. On 28th June we held our 2022 Spring Seminar at the Friends Meeting House with presenters Dr Chris Sandom from Sussex University, David Larkin and Paul Gorringer from CityParks. Slides used at the event can be seen here <https://bhgreenspaceforum.org.uk/wp-content/uploads/2022/05/SpringSeminar2022V1.pptx.pdf>
11. Forum members continued to benefit from the positive collaborative partnership with Paul Campbell and Mark Syrett from the CityParks projects team. With a number of member groups working with Mark on the Urban Tree Challenge and tree planting bids. This will continue into 2023.

12. Paul Campbell (Parks Projects & Strategy Manager) now hosts a regular 4 monthly call with green space volunteer groups. All members are welcome to attend and submit questions. Feedback from these calls has been excellent. The next call is scheduled for 6pm on Tuesday 4th April.
13. Committee member Vivienne Barton worked with the CityParks projects team to produce a 'Great Elms of Brighton & Hove' leaflet. Vivienne also represented the city along with Peter Bourne at a future of an international 'Future of the Elm Tree event at Kew Gardens in June.
14. **We Love Trees** was the title of a unique event organised by City Parks in September and attended by dozens of green space volunteers involved in tree planting. It was opened by Caroline Lucas MP. The event was inspired by the three leaflets promoting the city's tree heritage produced by committee member, Vivienne Barton and jointly sponsored by the Forum.

Challenges for the coming year:

- To continue the collaboration with CityParks and improvement of communications between member groups and Brighton & Hove City Council.
- To hold a 2023 spring seminar
- To consult with members on what they would like to see from the Forum
- Identify and approach potential committee members
- Identify new sources of income
- Better define how to access Plan 106 (SIL) funds

CHAIRMAN (Cliff Munn)..... Date: 15th February 2023

APPENDIX B



BRIGHTON & HOVE
GREEN SPACES FORUM

Brighton & Hove Green Spaces Forum

Income / Expenditure 2022

1st January 2022 to 31st December 2022

INCOME

Community Works Payments	£200
Total Income	£200

EXPENDITURE

Meeting room hire	£56
Conference attendance	£99
Zoom (14 months)	£201
Office Equipment & Stationary	£120
Website Management	£70
Website development (Group location map)	£1434
Special Trees leaflets	£280
Event venue + speakers	£404
Event food	£401

TOTAL EXPENDITURE **£3065**

INCOME VS EXPENDITURE **£2865**

TREASURER (Vivienne Barton) Date: 15th February 2023