



BRIGHTON & HOVE
GREEN SPACES FORUM

BRIGHTON & HOVE GREEN SPACES FORUM ANNUAL GENERAL MEETING MINUTES

Date / Time – Wednesday 26th February 2025 at 4pm

Virtual meeting using Zoom

| ATTENDEES | |
|----------------------------|--|
| Denise Taylor - Committee | Keep the Ridge Green (Green Ridge) |
| Alan Cooke - Committee | FO Craven Wood |
| Carol Springgay | Eastbrook Community Garden |
| Alison Whitehead | Plot 22 |
| Mike Dixon | FO Vale Park |
| James Newmarch - Committee | B&H Wildlife Forum & FO The Greenway |
| Juliette Hunting | LARA Brunswick in Bloom |
| Melanie Davis - Committee | Friends of St Ann's Well Gardens |
| Cliff Munn - Committee | City Park Rangers & St Peter's Churchyard Volunteers |
| Debbie Pryer - Committee | Stanford Community Garden |
| Maureen Winder - Committee | The Level Communities Forum & B&H City Councillor |
| Juliette Hunting | Brunswick in Bloom |
| Sally Cranfield | FO Blakers Park |
| Sally Wadsworth | Benfield Wildlife & Conservation Group |
| Isa Martin | FO Preston Park |
| Ruth Hayter | St Nicholas Playground Gardens |
| Sue Delafons | North Laine Community Association |
| Michael Creedy | Older Persons Network |

| APOLOGIES | |
|-----------------------|---------------------------------------|
| Claire Millet Hopkins | Woodingdean Wilderness |
| Kerry Pickett | FO Preston Park & B&H City Councillor |
| Fiona Bower | FO Brunswick Square |

1. Welcome by Chair Cliff Munn

The Chair welcomed everyone to the meeting. It was confirmed as 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

Trees – street trees, pavement heave / when trees are felled who tidies the pavement? CM to identify a Highways department contact point plus confirm who is responsible for restoring pavements after street trees have been felled.

Defects within pavements / highways after the felling of trees are the responsibility of the City Council Highways department. They can be contacted at highwaysbasicmaintinace@brighton-hove.gov.uk

Questions relating to tree maintenance or felling can be referred to the Arboriculture team at arboriculture@brighton-hove.gov.uk

DISCHARGED – by email to all members on 15/3/2024

Volunteer Leadership – First Aid Module availability - CM to identify what accredited green space volunteer leaders need to do in order to apply for the First Aid module of the volunteer leadership training course.

City Parks Ranger Sally Graham-Macleod manages the First Aid element of the Volunteer Leadership training course. For budgetary reasons this has been on hold for a while, but several rounds are being planned for the new financial year. These will be for both newly accredited volunteer leaders and previously trained leaders whose certificates have lapsed. Those in this position will be emailed by Sally over the next month or so. Any questions relating to volunteer leadership training should be emailed to Rangers@brighton-hove.gov.uk

DISCHARGED - by email to all members on 15/3/2024

Glyphosates - CM to share recent communications from the B&H Wildlife Forum ref the re-commencement of Glyphosate use in the city.

DISCHARGED – by email to all members on 3/3/2024

Birch Tree Project - CM to share details of the Birch Tree Project, including forthcoming tree sales days, with all members.

DISCHARGED – by email to all members on 3/3/2024

4. Chairman's 2024 Report

The Chairman's 2024 Report was delivered and accepted by all present. A copy can be found at Appendix A.

5. Treasurer's 2024 Report

The Treasurer's 2024 Report was delivered and accepted by all present. A copy can be found at Appendix B.

6. Election of Officers

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

Chair

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

Secretary

Denise Taylor – Keep the Ridge Green (Green Ridge)

Treasurer

Alan Cooke – FO Craven Wood & East Brighton Green Spaces Network

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

The Chair thanked the Forum Committee Members for their contributions during 2024

The AGM formalities were concluded.

7. Any Other Business

An update we given on the current status with the CityParks transformation project. The forthcoming recruitment of a new B&H City Council HO Parks and Leisure was discussed. Ideas were shared with Forum members who were at the AGM and will be on the interview panel.

A new RHS Community Gardening survey was discussed and will be communicated by email to all member groups. **Action DT**

FO Blakers Park have initiated a petition re the dog free area ion the park. This will be shared with all member groups. **Action DT**

The meeting ended at 5pm, Appendices A and B follow:



2025 AGM – 26th February 2025 – Chairman’s Report for 2024

The Forum was launched in October 2017, it is fully constituted with a membership currently sitting at 104 groups (around 80 of which are site specific). Member group details can be found on the Forum website at <http://bhgreenspaceforum.org.uk/friends-of-groups/> This links to the City Council website and 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 deliverables through 2024 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 80 member queries and questions during the course of the year.
3. Our Website and Facebook pages remained active. With the website ‘Resources’ pages carrying an array of useful information.
4. Our member Group locator map continues to receive excellent feedback.
5. We continued to support the local initiatives on Dutch Elm Disease (DED) prevention. The DED spotters guide is hosted on the Resources page of the Forum website.
6. Around 50 member groups continue to work independently as a result of the CityParks volunteer leadership accreditation scheme. Accredited groups find it much 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. The Forum retains its active membership of Community Works.
8. The Forum continued its membership of the National Federation of Parks & Green Spaces (NFPGS).
9. The Forum delivered Newsletters in May and November (both in collaboration with Brighton & Hove Wildlife Forum). We continue to receive good feedback on our Newsletters, particularly the individual group updates.
10. The Forum has maintained its Zoom account which it uses for committee and member meetings.
11. On 16th April the CityParks Programmes & Strategy Manager hosted a face to face meeting for Forum members. The theme being a new green space/park management plan template and volunteer engagement. This has now been rolled out and tested in St Ann’s Well Gardens. Members were given the opportunity to ask questions of CityParks senior managers.

12. On 11th September we held our 2024 Autumn Seminar at the Friends Meeting House with presenters Professor Dave Goulson from Sussex University, Ruth Urbanowicz from B&H Organic Gardening Group and Leah Salm from Greenwich University. The event received excellent feedback. Slides used at the event can be seen here <https://bhgreenspaceforum.org.uk/resources/>
13. On 17th December the Chair wrote to Chenine Bhatena, Director of Culture, Tourism and Sport, Brighton & Hove City Council. This to express member concern re how the Councils Budget Simulator presented potential cuts to the CityParks Ranger team. Chenine responded positively on 10th January, acknowledging issues with the simulator and connecting the Forum with the CityParks transformation project. Both messages were shared with Forum members.

Challenges for the coming year:

- To continue to liaise with the Councils Culture & Environment directorate on the CityParks transformation project.
- To publish two Newsletters
- To hold a 2025 Spring or Autumn seminar
- To identify and articulate the value (hours and £) of our community's contribution

CHAIRMAN (Cliff Munn)..... Date: 26th February 2025

APPENDIX B



**BRIGHTON & HOVE
GREEN SPACES FORUM**

Brighton & Hove Green Spaces Forum

Income / Expenditure 2024

| Brighton and Hove Green Spaces Forum | | | | | | |
|--|--------|-----------------------|---------|--------|----------|-------------------------|
| Accounts January - December 2024 | | | | | | |
| Bank Account - Metro Bank, sort code - 23-05-80, account number 2585 2014 | | | | | | |
| | | | | | £ | |
| Opening Balance January 1st 2024 | | | | | 5,050.42 | |
| Income: | | | | | - | |
| Cumulative | | | | | - | |
| Expenditure: | | | | | | |
| Method | Number | to | Written | Cashed | Amount | Details |
| CHQ | 800049 | Richard Cobden | Feb-15 | Mar-05 | 70.00 | Website hosting |
| CHQ | 800050 | C J Munn | Feb-15 | Feb-21 | 155.88 | Zoom renewal |
| CHQ | 800051 | Richard Cobden | Jun-24 | Jun-28 | 45.00 | Website design |
| CHQ | 800052 | BHCC | Jun-20 | Jul-16 | 75.00 | St Anne's Well catering |
| CHQ | 800053 | Brighton Quaker M Hse | Sep-11 | Oct-14 | 337.00 | Seminar rooms |
| CHQ | 800054 | Debbie Pryor | Sep-11 | Sep-24 | 24.52 | Seminar drinks |
| CHQ | 800055 | Dave Goulson | Sep-11 | Sep-24 | 250.00 | Seminar lecturer |
| CHQ | 800056 | Alan Moon | Sep-11 | Sep-13 | 70.35 | Seminar food |
| Cumulative | | | | | 1,027.75 | |
| Closing Balance December 31st 2024 | | | | | 4,022.67 | |
| Alan Cooke, BHGSF Treasurer | | | | | | |

TREASURER (Alan Cooke) Date: 26th February 2025