1. Welcome: Housekeeping & Introductions

The meeting commenced at 7pm with a welcome to all from the Chair followed by the usual housekeeping formalities and introductions. Hard & soft copy (QR code) meeting documents were provided to all

1. Agree previous Minutes
	1. AGM 2023 minutes were agreed.
	2. General meeting 18th Jan 2024, minutes were also agreed and an update was provided:

Graffiti: Thanks to LBE for providing paint & brushes the volunteers have now painted the areas close by the Firs Farm Community Hub including the notice boards and height restriction

Benches: Council will be installing 5 general parks (recycled material) benches by end of July,

1 x ‘wetlands style ‘memorial bench due to be sited overlooking cell 1 - still outstanding (2021).

2 x memorial benches have yet to be removed / relocated by the council to agreed locations & bench styles. One is of particular concern as it is currently in the wetland’s outdoor classroom\* area. (\* Funders of the outdoor classroom would not we believe be happy with this so needs to be addressed soonest).

-Fallen tree / large branches on the NE pitch & stream areas - waiting for the council to update on this.

1. Community Hub update (Trustee Chris Ferrari & Hub Team)

The Hub was up and running from 23rd Feb 2024 initially. Official opening due to take place Friday 26th July with local celebrity Melvin Odoom, live music, family fun food & refreshments.

The Community Hub Building is owned by the Friends of Firs Farm Charity. Homecare Preferred Social Enterprise (HCPSE) Ken Waterhouse (MD), are the Hub Operators and responsible for the day to day running of the hub. Leon’s cafe -owned by Richie Hardwick

* 1. Update: A few teething issues experienced early on opening, but now resolved apart from an ongoing water flow and pressure issue which is under investigation.
* The charity has landscaped the immediate areas surrounding the Hub and plan on looking at improving the swale beds and supported by the council (Thank you LBE) will be carrying out wider improvements including clearing of some of the overgrown vegetation areas.
* The ‘Winchmore Sensory & Wellness’ room is currently being fitted out.
* Next: We will be looking at how we can improve the outside areas of the hub/wider area and asking LBE for an update on the suggestion of the DDA parking, hopefully to the front roadside area of the Hub main Entrance – ***( See appendix 1.)***
* Fundraising is ongoing for future improvements to Firs Farm:
	+ landscaping
	+ Defibrillator (some funds are available to bid for, but need to raise an additional £1000).
	+ First aid training available at the Hub 13th July & October 4th.
* Ken and his team have held a range of successful events, bringing the community together.

For future events, please refer to the social media platforms for Firs Farm Community Hub, leaflets in the hub/park notice boards or speak to Anastasia Scheepers, Hub Events Manager.

* Richie (Leons) has provided table &chairs inside the café seating area and external benches. Will look at further seating, once the cafe cashflow improves.

**It was announced that the Business of the AGM had begun:**

1. AGM Report was discussed: Main item mentioned was the Hub which is not only great for the community but provides key facilities for Volunteers.
	1. Volunteering: We are about to begin the next chapter for the Charity at Firs Farm so are looking for more volunteer trustees and committee members to come on board.

‘A Big Thank you to all of the people who volunteer for and at Firs Farm’.

Some comments regarding just some of Firs Farm volunteers:

* Louise Dennis (our Environment lead) has been helping to upskill volunteers to test the water quality as we are keen to report pollution incidents etc. She is also pulling together the History for Firs Farm and is looking for some help with this.
* Special thanks to Elaine Hassan who looks after the Monday morning team & Stewart Griffen on Saturday mornings. Thanks also to Helen Mitchell (Schools Engagement) is very popular with local schools who visit Firs Farm. Helen has created a very special ‘Wetlands’ song to help the children understand why we have a wetlands. Just some of the activities for visiting school children includes: The wetlands song, interpretation trails, pond dipping, identifying wildlife/plants and pond life, sowing seeds then planting out in the flower beds, planting bulbs / trees. ‘It's about getting kids/schools invested in the local community and environment. It's about improving local pride in the area and being part of a legacy by volunteering’
	1. Fly tipping has been on the increase this year. We encourage everyone to support us in discouraging fly tipping: Report it to the council via their website or use the App. ‘Fix my street’

 Fires have broken out in the wood / Spinney areas due to fly tipping on 2/3 occasions.

 Thankfully the Council and fire brigade were quick to respond.

1. Finance update Trustee Simon Jarosch.

Simon walked through the figures presented in the finance report. No questions came up on this. The main item to note is that the hub is an asset now, owned by the charity.

* Charities commission update: We, the Trustees should re-evaluate our profile on charity commission site. to correctly show the charity as owning the hub building.
* We are grateful to and we Thank, Taylor Wessing solicitors, who have provided 1,000s of hours of free advise throughout the entire project, supporting us through to where we are today with the Hub.

Thank you again Taylor Wessing and staff..

1. Appointment of Trustees \*See table below / Appointment of Committee Members \*\*See 2nd table below

In accordance with the Friends of Firs Farm constitution, the present Committee & Trustee Members vacate Office today at the Annual General Meeting, but all are eligible for re-election apart from Geraldine Cosh & Lisa Chapman who both resigned. We thank them both for their service to the Charity to date. All remaining trustees, have been reappointed - proposed and second as per the first table below:

Committee of volunteers: We are looking to re-establish this group. This is less formal body. No legal standing or responsibilities. All committee members are, like the trustees, unpaid volunteers.

 Committee are needed to help support the work of the Charity volunteering for future generations and the environmental. The Committee is open to new members from the community.

|  |  |  |  |
| --- | --- | --- | --- |
|  \* | Office | Nomination 28/06/24 | Proposer / Seconder |
| 1 | Chair | Toni Guiver | Annette Nastri / Ken Waterhouse |
| 2 | Secretary | Vacant |  |
| 3 | Treasurer | Simon Jarosch | Annette Nastri / Ken Waterhouse |
| 4 | Trustee (finance) | Paul Guiver | Annette Nastri / Ken Waterhouse |
| 5 | Trustee – Planning+ | Chris Ferrary | Annette Nastri / Ken Waterhouse |
| 6 | Trustee – Marketing/PR | Vacant |  |
| 7 | Trustee H&S | Vacant |  |
| 8 | Trustee - Fundraising | Vacant |  |
| 9 | Trustee - Events | Vacant |  |
| 10 | Trustee | Vacant |  |
| 11 | Trustee | Vacant |  |
| 12 | Trustee | Vacant |  |

*\*\*Committee Members*

|  |  |  |  |
| --- | --- | --- | --- |
| \*\* | Committee: |  Nomination | Proposer / Seconder |
| 1 | Committee | Louise Dennis |  |
| 2 | Committee | Nurel Hussain | Gail Nielen / Ken Waterhouse |
| 3 | Committee |  Debbie Lucas  | Ken Waterhouse / Annette Nastri |
| 4 | Committee |  |  |
| 5 | Committee |  |  |
| 6 | Committee |  |  |

This ended the formal business of the AGM.

1. Under Any Other Business’
	1. Proposed events for 2024 are:
	1) Quiz – funda raiser – date to be agreed.

2)Spooky walk 31st October
3) Grotto 15th December. Volunteers will work with Ken and Richie.

Meeting Ended at 8:30pm

Appendix 1 – Proposed DDA parking request sent to LBE

