Minutes of Meeting of the trustees of the Friends of the Scrubs via Zoom

On Tues 8th September 2020

Present: Sir Stephen Waley-Cohen (Chair); Stewart Dalby (President); Smita Dave (Treasurer); Carmel McLoughlin (Secretary); Sarah Johnson (Website); Nina Hall (Newsletter); David Jeffreys (Legal affairs); Miriam Shea; Tony Curzon Price

Apologies: Eleanor Botwright

Tony Curzon Price expressed his desire to step down having served many years, including being Treasurer. He was thanked for his invaluable contribution on behalf of the Friends and the Scrubs.

1. **Legal matters** 
   1. **Charity Commission (CC) registration and reporting requirements.** The Trust was registered with the CC in Dec 2019 with financial year to run from April -April. The first Annual Return should be filed no later than 10 months from the end of the first financial year, therefore no later than Feb 2022, as the end of the first financial year is April 2021.
   2. **AGM**. We had intended to hold an AGM in April 2020 which had to be postponed due the Coronavirus and lockdown. David suggested that an AGM of the new Trust be held no later than the end of April 2021. There needs to be a separate discussion around the mechanics of holding a meeting if there are continued restrictions around physical meetings of larger groups. In response to the restrictions the CC introduced special rules for virtual meetings but these are due to expire at the end of September 2020. Our rules as a charity do not provide for virtual meetings. Therefore there is a need for either:

i) the CC to extend the time period for virtual meetings to be held, or

ii) our rules to be changed (ie a change in the Constitution) which would allow for virtual meetings to be held in any event. This is obviously the preferable and more certain route. **To achieve this the membership of the Friends would need to agree the change to the Trust’s constitution via a resolution to hold virtual meetings.**

**It was agreed that an EGM be held prior to 30th Sept via Zoom to avail of the CC exemption, and a suitable Notice and Resolution will be issued to the members in the next few days.**

1. **Finance** 
   1. **Bank account arrangements and signatures**. Tony will transfer the new Starling bank account from his name into that of Smita, who was authorised by the meeting to make payments up to a limit of £1,000.
   2. **Current position**. Small balance – not specified.
   3. **Gift Aid registration**. Smita is dealing with this, together with HMRC registration
2. **Communication** 
   1. **Website - old and new**. The old website is still operating and needs to be wound up with traffic directed to the new website. Tony will action this in liaison with Sarah.
   2. **Encouraging membership**. Nina reported a lot of interest in the Scrubs on Nextdoor (an online local neighbourhood forum) and she has been active in responding to this interest and encouraging sign up as members, particularly as there is no subscription currently and it is a good way to find out what is happening. Also Facebook is a good place for people to learn more about the Scrubs and the Friends.
   3. **Applications for membership**. A formal members application form had been proposed earlier this year after our CC registration, potentially as a means of raising monies via subs although there is no present intention to ask for this, and also to ensure that there is commonality in upholding the purposes of the Scrubs. This had not been implemented with the Coronavirus outbreak. This was discussed and agreed that for now membership of the Friends would be triggered by the existing simple process through the new website. A more formal process of application for membership could be introduced in the future.
   4. **Ahead of/following Committee** meetings The trustees unanimously agreed that the membership should be informed of when meetings are to be held so that they can raise issues for consideration; and that minutes of the meetings be circulated or made available afterwards.
   5. **Newsletter** Nina will produce an Autumn Newsletter after the Minutes of this meeting have been circulated.
   6. **Other** The importance of the Scrubs to London was highlighted during Lockdown for the health and well-being of Londoners with hugely increased awareness and usage of the Scrubs, and is not just a local facility.
3. **Charitable Trust Committee update** 
   1. **Meetings.** The meeting due to be held next week has been postponed to early Oct.
   2. **Consultations and masterplan**. The 2 reps from the Friends trust who sit on the Charitable Trust Committee in a non-voting capacity (Stephen & Miriam) are pressing for the sub-group set up to ensure that implementation of the masterplan is conducted in accordance with the wishes of the users and Friends of the Scrubs to hold its zoom meeting. Stephen and Smita are both proposed as reps on the sub-group.
   3. **Signage** This is wholly inadequate at present and there is no clear indication of what is and what is not allowed to be done on the Scrubs. The need for urgent signage to be introduced prior to the implementation of the Masterplan will be impressed on Richard Gill, who is the Parks Manager in charge of the Scrubs by our 2 reps. The Bye-laws are defective in several respects e.g. making fires and bbqs on the Scrubs are not referred to. David has written to Richard Gill previously offering to redraft the regulations to address the inadequacies but has not received a response.
   4. **Paths.** Various new ad hoc paths have been created on the Scrubs and there was concern that the wildlife and biodiversity are at risk. In particular a very wide path has appeared going East to West across the Scrubs from the playing fields down to Braybrook. These concerns need to be addressed as part of the implementation of the Masterplan -see b above. David said he does not think there is a policy on paths and their creation.
   5. **Maintenance** Litter is less of an issue now and volunteers continue to be active in picking up litter.
4. **Development matters**

**North Kensington Gate** Agreed unanimously that David’s draft objections be submitted on behalf of the Friends.

**Kensington Dragons** The Charitable Trust Committee had approved the Dragons proposals at its last meeting. Things are proceeding slowly as officers have been away during the Summer holiday period.

**Linford Christie Stadium plan** Although the threat from QPR has reduced in the wake of the Warren Farm decision and their new partnership for a ground further out of London, nevertheless LBHF are likely to still pursue a 40k capacity stadium here for live music and sporting events, although the Coronavirus may make this less of a priority for LBHF for the time being. However, we should not feel the risks have gone away or abated.

**Other** David said that there is a policy document missing from our CC registration which needs to be addressed. He will work with Carmel on producing this.