

Friends of Finchley Way Open Space



Minutes of Trustee AGM

16 April 2024

Present: Richard Bartholomew, Simon Duke, Arlette Garcia, Karen Goodman (Treasurer), Suzanne King (Chair), Samuel Levy, Hilda de Souza.

Apologies: Nick Dimant, Ross Houston, Danny Rich.

Minutes of last AGM

Accepted

1. Financial report

The financial report for 2023 was presented and accepted. This will now be submitted to the Charity Commission. **ACTION: KG**

2. Election of officers

The three members of the Executive Committee stood for re-election and were unanimously re-elected. Nominations were as follows: Suzanne (Chair), nominated by Karen Goodman, seconded by Hilda de Souza; Karen (Treasurer), nominated by Richard Bartholomew, seconded by Suzanne King; Nick Dimant (Deputy Chair), nominated by Samuel Levy, seconded by Simon Duke.

3. Review of policies and practices

Risk Register: It was decided to retain for the time being the reference of Covid-19.

Cookies policy: it was agreed to delete the word 'then' and replace it with 'them'.

ACTION SK AND KG

Serious Incident policy: after discussion the proposed wording of the Serious Incident policy was agreed as proposed. It will be added to the Policies and Procedures document, which will be circulated to all trustees. **ACTION SK**

4. Review of reserves policy

Reserves: it was agreed that the level of reserves should be raised to a minimum of £300. This will need to be changed in the relevant documents. **ACTION SK AND KG**

5. Annual report to the Charity Commission

The FOFWOS Annual Report was agreed for submission to the Charity Commission.

ACTION SK AND KG