



CPRE London – Annual General Meeting
Thursday 16 May 2024: 6.00 – 8.00pm
To be held at: 70 Cowcross St, London, EC1M 6EJ

AGENDA, MINUTES AND RESOLUTIONS

Please register on-line to attend at
Send apologies in advance to office@cprelondon.org.uk
Or by post to Cowcross Street

Programme

- 6.00pm: Registrations Open
- 6:15pm: Annual General Meeting (Agenda Below)
- 6:45pm: Discussion item: Green Spaces for All
- 7:30pm: Light refreshments and social
- 8:15pm: Close

AGM Agenda

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| 1. | Welcome and Apologies | Chair |
| 2. | Minutes of the AGM held on 22 June 2023 * | Hon Secretary |
| 3. | Annual Report of the Trustees 2023 | Chair |
| 4. | Annual Accounts & Treasurer's Report for 2023 | Acting Treasurer |
| 5. | Appointment of Independent Examiner | Acting Treasurer |
| 6. | Election of Honorary Officers & General Trustees
And record of thanks for outgoing Trustees | Hon Secretary |
| 7. | Any other Business, | Chair |
| 8. | Date of next AGM – proposed date: Thursday 22 May 2024 | |

* All Resolutions & Papers are on the website from 2nd May. This includes proxy & nomination forms <https://www.cprelondon.org.uk/news/cpre-london-agm-16-may/>

Documents can also be requested by post before 10th May, from CPRE London, at the email or postal address above

CPRE London is a Charitable Incorporated Organisation (CIO)
Registered in England and Wales. Charity number: 1200094
Registered office: 70-74 Cowcross Street, London, EC1M 6EJ

Proposed Resolutions

The Trustees of the CPRE London CIO Propose the following resolutions to Members.

Resolution 1 (Item 2 Minutes - attached). That the minutes of the AGM of June 2023 be approved, subject to any amendments agreed at the meeting

Resolution 2 (Item 2 Matters Arising – Minutes attached). That the AGM note that the CPRE London Charity has transitioned to become a Charitable Incorporated Organisation, with effect from the 1st January 2024. Charitable Registration Number 1200094. This number to be added to the Constitution.

Resolution 3 (Item 3 Trustee Report – Separate Document). That the annual report of the Board of Trustees for 2023 be approved

Resolution 4 (Item 4 Treasurers Report & Accounts – Separate Document). That the Treasurer's Report and Annual Accounts for 2023 be approved

Resolution 5: (Item5) That the following be appointed as Independent Examiner for 2024:

Judith Brookfield of Brookfield and Co be appointed examiner for the 2024 accounts.

Judith has undertaken the independent review for 5 years and it will be helpful to have continuity during the period of transitional accounts from the Charity to the CIO.

Resolution 6: (Item 6 Nominations Report – attached)

That the following nominations are considered for approval

Nominations for Honorary Officers

Nomination for Chair: Suzanne Wise

Nomination for Treasurer: Alena Kalashnikova

Note: AK is currently on Maternity Leave, and co-opted member and proposed Trustee Charlotte Ellis is Acting Treasurer

Nomination for Honorary Secretary: Ian Ashman

Nominations for General Trustees

Owen Anderson

Charlotte Ellis

Chris Falconer

Catherine Irving-Johnstone

**CPRE London AGM held at The Gallery, Cowcross Street, London EC1
on Thursday 22 June 2023 at 18.00
Draft Minutes**

Members present

Trustees: Emma Bould, Tony Burton (Chair), Catherine Irving-Johnstone, Alena Kalashnikova, Sally Penrose and Justin Portess. Stephen Brown, Michael Coupe, Ros Coward, John Croxen, Susan Cusack, Sheryl De Vries, Linda Fisher, Carol Fisk, Tim Fountaine, Louise Fountaine, Christine Goodair, SK Hagan, Michael Lawson, Pauline Lean, Peter Lewis, Roger Mortlock, Ben Priestly, Marie-Louis Rabouhans, Julia Raeburn, Alice Roberts, John Rowles, John Sadler, Neil Sinden, Neville Squires, Charlotte Tilouche, Anna Taylor, Peter Van Reeth.

Apologies

Olive Buckley, James Dunnett, Julius Grambow, Tricia Moxey, Tara Jane Sutcliffe, Diane Tookey, Susan Anstruther.

1. Opening remarks

The Chair, Tony Burton, welcomed members to the AGM and noted that as was now customary the AGM papers had been made available on the CPRE London website rather being distributed by post.

2. Minutes of the AGM held on 19 May 2022

There were no matters arising and the minutes were taken as a correct record. Proposed by Sally Penrose, seconded by Catherine Irving-Johnstone.

3. Trustees' Annual Report and Accounts 2022

Tony introduced the Trustees' Report saying it had been a busy and productive year, refocusing our work under three main headings:

1. Protecting London's green spaces

Our Forever Green report highlighted more than 50 green spaces under threat and we are now working with more local groups across more boroughs than ever before to support them in their campaigns on Local Plans, building threats and other issues

2. Creating a positive vision for green spaces in London

Our 10 new parks campaign is now becoming a reality. We again provided local groups with support with legal, fundraising and profile-raising advice. We are also working with over 500 friends of parks and green spaces groups and leading a project on woodland creation.

3. Re-vitalising the built environment

We have focused on improving the space between buildings and green spaces. Our Healthy Streets Scorecard continues to set the standards for boroughs to meet and we have also provided boroughs with the tools they need to use their parking powers to better effect.

The process of incorporating as a CIO (Charitable Incorporated Organisation), to simplify our governance and manage risks more effectively, should be in place by this time next year.

Our small, part-time staff team and trustees continued to make an extraordinary contribution. Tony paid tribute to our director, Anna Taylor, for the fresh energy and insight she has brought during her first year, and also to our other staff who go above and beyond. They are supported by a hidden network of volunteers covering a wide range of specialist activity – social media, legal expertise, recruitment, fundraising and more. Additional thanks are also due to all our funders and partner organisations, and our colleagues at CPRE national. Tony concluded by emphasising the vital importance of contributions from members and supporters through donations and legacies to support our work.

Financial report

The Honorary Treasurer Alena Kalashnikova gave a brief overview of the year's accounts. We had budgeted for a deficit in 2022 in order to invest in key projects, underpinned by the £21k surplus made in 2021. The end of two substantial 3-year funding cycles meant that income was lower than in the previous year. However, the Christmas appeal had been re-focused and raised more funds than previously and a new fundraising strategy has been put in place to bring in new income during 2023.

There had been a small reduction in expenditure and the year ended with a deficit of £26,593, which reduced our net assets to £98,266, leaving the charity in a good financial position for its future work and providing a buffer against uncertainty.

Alena also highlighted the importance of membership income, legacies and donations for which we are very grateful.

There were no questions or comments. Neil Sinden proposed and Sally Penrose seconded the adoption of the report and accounts.

4. Election of officers and trustees

Nominations had been received for all the current members of the trustee board standing for re-election. The following were therefore elected as the number of nominations did not exceed the places available.

Election of officers

Chair – Tony Burton, originally elected in 2019. Proposed by Emma Bould, seconded by Sally Penrose.

Secretary – Sally Penrose, originally elected in 2021. Proposed by Pauline Lean, seconded by Emma Bould.

Treasurer – Alena Kalashnikova originally elected in 2020. Proposed by Justin Portess, seconded by Emma Bould.

General trustees

Tara-Jane Sutcliffe, first elected in 2020.

Emma Bould, first elected in 2020.

Catherine Irving-Johnstone, first elected in 2021.

Justin Portess, co-opted in March 2022 after an open recruitment process.

All four were proposed by Anna Taylor and seconded by Sally Penrose.

5. Appointment of Independent examiner

Judith Brookfield, CPRE London's Independent Examiner since 2018, was appointed for a sixth year. A review would be carried out during the year as good practice. Proposed by Emma Bould and seconded by Sally Penrose.

7. Date of next AGM

20 June 2024

8. Any Other Business

None. The AGM therefore closed at 18.20.

Annual General Meeting – 16 May 2024

Item 6: Nominations Report - Election Honorary Officers and Trustees

Introduction

The Constitution of the CIO approved by the AGM in 2022 states that there shall be a minimum of 5 Trustees, including Honorary Officers, and a maximum of 10. Additional persons may be co-opted to add particular skills. All Trustees shall resign at each AGM and those that wish, may be nominated to stand again up to a maximum of 6 years, including any period of co-option. Further periods of co-option are possible after a break of 12 months.

The Honorary Officers shall include a Chair, a Treasurer and a Secretary up to two a Vice Chairs. The Branch may also elect a President and Vice-President. No Vice Chairs or Presidential roles are proposed, in line with recent practice.

Nominations

A Nomination Form has been received for a new Chair, following external advertisement and an panel interview and references being taken. She has been nominated by Catherine Irving (Member and Trustee) with the support of other Trustees.

Nomination Forms have also been received for a Treasurer and Honorary Secretary and four General Trustees, who are proposed for appointment. Summary details of these individuals are found overleaf.

Additional nominations can be made up to the Monday prior to the meeting, to allow an interview to take place. Any properly completed nominations will be tabled at the meeting, with an election taking place if necessary.

Retirements and Additional Co-optees

Four Trustees are not standing for re-nomination: Emma Bould, Tara-Jane Sutcliffe and Justin Portess are retiring. Tony Burton our current Chair is standing down having served the maximum of 6 years as Trustee and Chair. The meeting is asked to record thanks for their significant service and support to CPRE London.

The outgoing Board of Trustees considers that it would be appropriate to complete an assessment of skills required on the Board, following these retirements. An advertisement and selection process for new co-optees could then take place during the summer 2024.

Resolutions

1. The following are proposed for election as Honorary Officers of the CIO

Chair – Suzanne Wise

Suzanne Wise is a lawyer by professional background and a sustainability expert. She has been a board director and senior executive with extensive board-level experience across a diverse range of industries ranging from the consumer and manufacturing sectors, to the rail sector. She has worked within large, complex and multinational private, public regulated industry and not-for-profit entities, chairing numerous advisory panels and other forums, including those advising businesses in the sustainability sector.

Suzanne retired from her executive career in 2022 in order to use her skills to drive more meaningful climate and environmental action. She is a trustee on the Global Board of the Chartered Institute of Procurement & Supply. They are the world's largest professional body serving procurement and supply with a vision to transform supply chains to create an ethical and more sustainable society.

At board level, Suzanne brings strategic leadership, challenge, scrutiny and insight to the organization's strategy and plans via deep expertise in the areas of risk management, governance, compliance, sustainability and ESG, business transformation and stakeholder engagement.

Suzanne holds a Bachelor of Law degree from the University of East Anglia and qualified as a UK solicitor in 1986.

Suzanne has lived in London most of her adult life and currently lives in Central London. She is an avid user of London's existing green spaces. She believes passionately that all parts of society need to take rapid and meaningful climate action, including not only mitigation but also adaptation. Ensuring London protects and enhances its green spaces is an essential part of the capital's response to the climate and nature emergencies and one that Suzanne wishes to encourage through the valuable work of CPRE London.

Honorary Treasurer - Alena Kalashnikova

Alena is a corporate finance and investment management professional, having completed her Master's degree in Energy, Trade & Finance at Bayes Business School. She has broad international experience - most recently she worked for PriceWaterhouseCoopers.

Alena lives in Central London and is passionate about energy transition in general, and environmental challenges in urban environments.

Alena was Co-opted as Trustee in July 2020 and elected as Treasurer in 2020, 2021, 2022, 2023

Honorary Secretary - Ian Ashman

Ian is a former further education college principal in London, who now works as an executive coach and governance adviser to education organisations and charities.

He has a strong interest in the value of the outdoors for health and personal development, having previous on a national outdoor education charity. Ian is a regular user of green spaces in and around London, and lives in Hackney.

Ian was Co-opted as a Trustee and Co-opted Honorary Secretary in 2023. He is nominated for election as Honorary Secretary and a Trustee for the 1st time.

2. The following are proposed for election, having been nominated as General Trustees

Owen Anderson (Co-opted as an adviser to the Board in 2023)

Owen Anderson is an experienced and qualified energy and sustainability professional. He is currently Head of Sustainability at OVO and acts as a mentor at the Institute of Environmental Management and Assessment. He would like to help CPRE London develop corporate partnerships and sponsorship.

Owen has a strong personal as well as a professional interest in the environment and lives in Hackney.

He is nominated for election as a Trustee for the 1st time.

Charlotte Ellis (Co-opted as a Trustee in 2023)

Charlotte is currently Director of Finance at Guardian Media Group, publisher of The Guardian newspaper and she joined as a trustee in November 2023. She brings financial and risk management experience. She lives in West London and loves the amenities and community that urban living can offer whilst still having nature on her doorstep. She strongly believes the outdoors is great for mental & physical health and should be accessible for all.

She is nominated for election as a Trustee for the 1st time.

Chris Falconer (Co-opted as a Trustee in 2023)

Chris Falconer, works advising trusts, foundations and policy makers on social change issues spanning culture, environment, regeneration and devolution. Previously he led programme and partnership strategy, innovation and delivery at the charity Local Trust and managed environmental policy and grant-making at the National Lottery Heritage Fund.

He has a strong commitment to protecting London's green space, making it accessible for the widest range of people and setting out a positive vision for the green belt and the role of nature in regeneration.

He is nominated for election as a Trustee for the 1st time.

Catherine Irving-Johnstone

Catherine has valuable experience in community, corporate and legacy fundraising and supporter engagement at two leading national charities, Cancer Research UK and the Royal National Lifeboat Institution.

As a born-and-bred Londoner, Catherine is committed to protecting green space for all in the city and has a particular interest in promoting equality, diversity and inclusion.

Catherine was Co-opted as a Trustee in 2021 and elected in 2021, 2022, and 2023