The countryside charity
CPRE London
Working for a greener city

Draft Minutes (For Consideration at AGM 10 June 2026)

CPRE London Annual General Meeting – Thursday 22nd May 2025: 18:00 - 18:30
Minutes of AGM Held On-Line

Present:

Trustee Board and Members: Suzanne Wise (SW) Chair, Ian Ashman (IA) Honorary Secretary, Rob Pomphrett (RP) Treasurer, Owen Anderson, Catherine Irving-Johnstone, Helen Monger, Tom Moore, Peter Underwood. Trustees Nominate and Members: Emma Hoskyn, Vivina Richards

Additional CPRE London Members: Beverley Dean, Carol Fisk, Christina Wane, Cliff Parkinson, Cynthia Jenkins, Joe Studman, Malcolm Tucker, Nigel Pollitt, Ray Alcock, Sisi Doneva, Suzanne King Barnet, Tess Canfield, Vicky Roebuck

Staff: Anna Taylor, Director, Alice Roberts, Head of Campaigns, John Sadler, Campaigns Organiser, Phil Paulo, Tree Ring Director, Jamel Dagou, Finance Officer,

Volunteers: Jacquie Baker, Jane Shaw, Jane Williams, Jenny Brierley

Apologies: None received

1. **Welcome and Apologies for Absence**

SW (Chair) welcomed Members and observers to the meeting. She explained the structure of the meeting was dictated by the Charity currently having two legal entities as it transitions from an Unincorporated Charity to a Charitable Incorporated Organisation (CIO). This necessitated having separate consideration of resolutions for each entity.

SW explained how the voting would work for the on-line meeting. She also explained that non-Member observers were welcome but could not vote. A show of 'digital hands' was counted and the Honorary Secretary confirmed that the meetings were quorate, having over 25 Members in attendance.

SW noted that no formal apologies had been given and that no proxy votes had been requested.

2. Draft Minutes of the Previous Meeting

Ian Ashman (Hon Secretary) asked if there were any corrections to the minutes of the previous AGM, held on 19th May 2024. None were raised. He proposed that the Minutes of the meeting be approved as a correct record, this was seconded by SW.

The resolution to approve the minutes was agreed unanimously.

IA confirmed that there were no matters arising that were not on the agenda.

3. Annual Report of the Trustees 2023

SW confirmed that there were two reports to be approved; one for each legal entity. The information on progress and developments was contained in the CIO report. The Unincorporated Charity contained the minimum information required by the Charity Commission.

SW highted the following main achievements:

- As part of our core defense work, we supported more than 67 local campaign groups standing up for green spaces under threat, with key successes including Warren Farm, one of our Ten New Parks sites, being granted Local Nature Reserve status. A great achievement.
- Our hard-hitting reports dispelled myths around building on Green Belt. They showed there is plenty of urban brownfield land available for housebuilding and exposed the 7-year supply of planning permissions not yet built
- Once again, we held local authorities to account by leading the Healthy Streets Coalition and publishing the fifth Healthy Streets Scorecard in July. This prompts London borough councils

to deliver action on healthier streets and shares and encourages the adoption of best practice
- Working through Go Parks we are now supporting a network of over 500 Friends of Parks groups
- Our proactive projects around Hedgerow Heroes continued and our London Tree Ring Project gained real momentum and this is set to continue, you will be hearing more about this too in Part II of this event.
- We demonstrated strategic influence – including our convening role for the More Natural Capital Coalition which led the charge in putting green issues on the agenda for the Mayoral elections

SW informed the meeting about the development of a new 5 year strategy to 2030. She confirmed that a summary was now available on the website. Using slides, she outlined a summary of key elements including:

- The new vision, for a well-planned, climate resilient, nature rich, and greener City
- Three strategic goals, to protect green space and the green belt, to enhance it and to engage more people to connect with and support green spaces
- Two enablers to support our work; by influencing decision makers and to building our capacity

The Chair paid tribute to the great work of the small staff team, who achieve so much impact, underpinned by the efforts of an extensive group of skilled volunteers. She also thanked all funders and supporters of CPRE London, and the outgoing Trustees.

SW gave particular thanks to the Director, Anna Taylor, who will step down in June. She noted her transformative work to grow the charity and its impact. She confirmed that a search process had identified a successor, with an announcement to follow completion of the process.

SW proposed approval of the Annual Reports of the Trustees of CPRE London CIO and Unincorporated Charity. This was seconded by IA.

The Annual Report of the Board of Trustees of CPRE London was approved unanimously

The Annual Report of the Board of Trustees of CPRE London Unincorporated Charity was approved unanimously

4a/b. Annual Accounts & Treasurer's Reports for 2024

Rob Pomphrett, the Treasurer introduced the financial reports for 2024, for the CIO and the Unincorporated Charity. He summarised the aggregated picture for both entities.

Key matters of note reported by RP were:

- In 2024, total income increased by 10.9% to a record level of £192k, driven by several factors, including successful grant applications and the growing popularity of the Urban Tree Festival. We also had a significant new grant from CPRE National for the Tree Ring project.
- The Big Give and individual donations continue to be the main sources of unrestricted income, whilst Membership income also remains important.
- Total expenditure rose by £7.5k or 4.2% to £183,637, mainly due to increased staff salaries and office expenses, partially offset by lower project and event expenditure.
- Overall, we generated a surplus of £9k across both entities, compared to a £2.5k deficit in 2023, although there was a deficit of £8k in the CIO and a surplus of £17k in the Registered Charity, as income items were slower to transfer to the CIO compared with expenses.
- Net assets across both entities at the end of the year stood at £105k, up from £96k in 2023
- The level of unrestricted funds across both entities stands at £53k, which although down £11k YoY, remains in compliance with our reserves policy.
- According to our reserve policy we must hold at least 4 months of running costs or £25k in unrestricted funds whichever is the highest. This currently equates to around £40,000
- The trustees feel these levels of reserves are appropriate and, although we intend to close the unincorporated charity during 2025, we will transfer any residual assets and liabilities to the CIO which we believe is and will continue to be a going concern.

RP noted that the Independent Examiner had reviewed both sets of accounts and was satisfied with the figures and also that there were no matters of concern about the preparation of the accounts to draw to the attention of the Board or Members.

RP proposed approval of the Treasurer's Reports and Annual Accounts for 2024, as approved and recommended by the Trustees of CPRE London CIO and Unincorporated Charity. This was seconded by SW.

The Treasurer's Report and Annual Accounts of CPRE London CIO, were approved unanimously

The Treasurer's Report and Annual Accounts of CPRE London Unincorporated Charity, were approved unanimously

4c. Appointment of Independent Examiner

RP introduced the proposals for the appointment of an Independent Examiner of both of the accounts for 2025, for the two entities of the Charity.

RP explained that the Board proposed to maintain continuity and reappoint Judith Brookfield of Brookfield and Co to be the Independent Examiner for the 2025 accounts for the CIO and the final accounts for the Unincorporate Charity. He proposed these resolutions, which were seconded by SW.

The resolution to appoint Judith Brookfield as Independent Examiner for the CPRE London CIO accounts for the financial year 2025 was agreed unanimously.

The resolution to appoint Judith Brookfield as Independent Examiner for the CPRE London Unincorporated Charity's final accounts for the financial year 2025 was agreed unanimously.

5. Election of Honorary Officers & General Trustees

IA introduced the item on appointment of Officers and Trustees for the CIO and the Unincorporated Charity. He noted that these had all been selected for nomination, following an external advertisement and interview process, and together they bring a wide range of skills to the Board.

IA noted that the following appointments for the CIO were proposed by the Board of Trustees and seconded by SW and IA:

For Honorary Officers and Trustees:

Chair: Suzanne Wise, Treasurer: Rob Pomphrett, Honorary Secretary: Ian Ashman

For General Trustee and Board Member Positions:

Owen Anderson, Catherine Irving-Johnstone, Helen Monger, Tom Moore, Peter Underwood, Emma Hoskyn, Vivina Vincent

The resolution to appoint the Honorary Officers and General Trustees to the Board of the CIO was agreed unanimously.

IA noted that the following appointments for the Unincorporated Charity were proposed by the Board of Trustees and seconded by SW and IA:

For Honorary Officers and Trustees

Chair: Suzanne Wise, Treasurer: Rob Pomphrett, Honorary Secretary: Ian Ashman

For General Trustee and Board Members Positions (See Attached Paper)

Owen Anderson, Catherine Irving-Johnstone, Helen Monger, Tom Moore, Peter Underwood

The resolution to appoint the Honorary Officers and General Trustees to the Board of the Unincorporated Charity was agreed unanimously.

6. Closure of the Unincorporated Charity

IA Introduced the closure report, which followed the decision made by the AGM in 2022 to move the legal entity of CPRE London into a CIO. He noted that progress had been made in 2024, and that in 2025, we propose to complete the change of legal entity by closing the Unincorporated Charity. He emphasised that we are not proposing to close the charity, which will continue as the CIO, just to close part of its legal structure.

To do this Trustees propose to transfer all assets and liabilities to the CIO, close the old charity accounts and report the closure to the charity commission.

He invited any questions about the process. There were none. He then proposed the resolutions set out in the report, which were seconded by SW.

The resolution that the Members of the CPREL London unincorporated Charity, note the progress which has been made in the transition to move to become a Charitable Incorporated Organisation (CIO) was approved unanimously

The resolution that the Members of the CPREL London unincorporated Charity agree to the closure of the unincorporated Charity by December 2025, with the reserve position of electing to extend the financial year until closure, should that take a few more months into 2026 to complete, was approved unanimously

7. Any other Business

SW invited the meeting to raise matters of any other business.

There was one question from Mark Sullivan from another branch of CPRE. He asked whether CPRE London had now joined the CPRE South-East Regional structure and meetings. It was noted that London had observed a meeting and SW agreed to contact the Chair of the SE Region following the meeting.

SW thanked members for attending and invited any member to contact her or Trustees via the email address *office@CPRELondon.org*

8. Date of next AGM

Proposed Date: Thursday 23 May 2026 (TBC)

9. Activities Following the AGM

Following the close of the AGM, there were a number of presentations from CPRE Staff on protecting the green belt and the London Tree Ring project.

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