

**Harrow Agenda 21 Environmental Forum
Minutes of the 12th Annual General Meeting
Committee Rooms 1 & 2, Civic Centre, Harrow
22 July 2009 7.00 pm**

Present:

Trustees:		
Sarah Kersey	SK	Chair and Consumer Group Chair
Caroline Williams	CW	Deputy Chair and Planning Group chair
Pam Gershon	PG	Treasurer
Linda Robinson	LR	Secretary
Mick Oliver	MO	Waste Management & Recycling Group Chair
Marilyn Raymond	MR	Education Group Chair
Don Liversedge	DL	Founder Member
Madan Badale	MB	Founder Member
Mick Campbell	MC	South Harrow & Roxeth Residents Assn.
Phil O'Dell	POD	LBH Councillor, Wealdstone Ward
Yogesh Teli	YT	LBH Councillor, Kenton West Ward
Members:		
Eve Swabe	ES	HA21 Administrator
David Summers	DS	Greener Harrow
Julian Maw	JM	Hatch End Association
Richard Maylan	RM	Harrow U3A Sustainability Group
Beverley McKeon	BM	Education Action Group
Daniel McKeon	DM	Waste & Recycling Action Group
Rabbi Michael Hilton	MH	Kol Chai Hatch End Jewish Community
Rev. Dr. Nim Njuguna	NN	Nakuru Environmental & Conservation Trust
Jane Galbraith		Campaign for a Better Harrow Environment
Vera Murray-Fowler	VMF	Harrow Shopmobility
Jane Skelly		Harrow Friends of the Earth
Jacqui Goode		
Guests and New Members:		
Rabbi Jeffrey Newman		Earth Charter UK, Guest Speaker
Maria Nash	MN	Barnet Environmental Network
Nick Nash		Barnet Environmental Network
Robert Newton		Barnet Environmental Network
Roger Enskat		Barnet Green Party
Mike Gee	MG	North Finchley Agenda 21
Denis Vickers		LBH Biodiversity Officer
John Edwards	JE	LBH Div. Director, Environment Services
Phiroza Gan	PhG	Zoroastrian Trust Funds of Europe
Paul Jeffery		Harrow Friends of the Earth
Chris Messenger	CM	
Joe Hotchkiss	JH	
Charlotte Neville		
Frederick Hicks		

1. Welcome and Apologies

- 1.1 After SK thanked everyone for coming, apologies were noted from:
Bruce Watson of the Pinner Association;
Margaret Atwill of St Teresa's RC First & Middle School;
Carole Lis;
Dilwyn Chambers of Harrow POP Panel;
Alan Blann;
Marion Garner-Patel of the Kingsfield Estate Residents Action Group;
Eileen Wright;
John Goode;
Martin and Joanne Verden;
Heena Modi;
Evelyn Donald;
Patrick O'Dwyer, LBH Education Advisor;
Cllr. Vina Mithani and
Cllr. Marilyn Ashton.

2. Minutes of the Previous AGM of 16 July 08

- 2.1 During perusal of the previous minutes, NN said that he had sent apologies for absence which had not been recorded. The amended minutes were proposed as a true record by DS, seconded by MB and agreed.

3. Matters Arising

- 3.1 There were none.

4. Announcements from the Chair

- 4.1 As SK was not standing for re-election as Chair, she would remain in the chair for the elections under item 7.
- 4.2 One item was expected to be raised under Any Other Business.

5. Presentation of the Annual Report 2008-2009

- 5.1 SK introduced the Annual Report, copies of which were distributed. SK and CW wished to thank Harrow Council for printing it. SK opened the floor to questions and comments.
- 5.2 MB felt that too little emphasis had been placed on HA21's achievements to date, which had been far more numerous than the milestones listed and could have been highlighted more boldly as a selling point. LR regretted the lack of space allocated to this section as a replacement for the hitherto historical timeline in the original format. Members of Barnet Environmental Network suggested a better use of space would be to combine the Administrative and Trustee details on one page and the Mission Statement, Aims and Achievements together on another.

- 5.3 MN praised the environmentally friendly production of the report, being short and simply printed. She called for some copies to be printed on yellow paper to help those with reading difficulties, and for a note offering the report in alternative formats on request. These suggestions were noted.
- 5.4 Concerning the Consumer Group's lobbying for Harrow to become a Fair Trade town, CM referred to an event in Wealdstone in which her church had been involved through Traidcraft's Liz Binney, along with Cllr. Nana Asante. She saw HA21's absence as showing a lack of co-ordination. SK assured CM that the Consumer Group had been working with Cllr. Asante and Traidcraft on promoting Fair Trade, and encouraged her to attend a Consumer Group meeting at the Community Premises the following evening.
- 5.5 Although she was no longer attending the Waste Group due to ill health, VMF commended it as a source of inspiration. She paid tribute to DM's refreshing input as a young person and congratulated him on his appointment to the nationwide Generation Green 'Our Planet, Our Say' think tank for young people. SK thanked VMF for her contribution to the group.

6. Adoption of the Annual Accounts

- 6.1 After allowing time to peruse the Statement of Financial Activities in the Annual Report, PG offered the full audited accounts for inspection on request. She pointed out that Gift Aid was now being claimed on donations. SK invited questions.
- 6.2 MG envied HA21's £5,730 council grant, since North Finchley Agenda 21's request for even just £280 had been rejected by Barnet Council, which was perceived by Barnet representatives as giving a low priority to environmental causes. CW pointed to the need for familiarity with the correct application jargon in order to obtain such funds. MN asked if Harrow had one specific department responsible for the environment and, if so, whether or not it was involved in approving grant applications. As Divisional Director for Environmental Services, JE explained that his teams covered various aspects including energy but that the grants team belonged to a separate department. PG noted the fragmentation of environmental groups across different parts of Barnet and recommended submitting a joint grant application to cover the whole borough as in Harrow. SK stressed the importance of borough-wide communication between groups and acknowledged HA21's strand of input to council decision making via Greener Harrow to the Harrow Strategic Partnership.
- 6.3 MR queried that no prize monies had been paid out to St Teresa's for the Ann Swain Award which they had won in summer 2008. PG had no record of any such payment.

Action Point: MR and PG to investigate non-payment of the Ann Swain Award.

- 6.4 Adoption of the Annual Accounts was proposed by MH and seconded by ES.

The proposal to adopt the Annual Accounts was carried.

7. Election of the Chair and Executive Committee Members

- 7.1 SK said she had enjoyed her two years as Chair. She now resigned, along with all non-councillor Executive Committee members, in accordance with the Constitution, while four councillors remained as Trustees, as appointed by Harrow Council, namely:

Marilyn Ashton	Conservative
Phil O'Dell	Labour
Vina Mithani	Conservative
Yogesh Teli	Conservative

- 7.2 SK invited nominations for the Chair's role. Only one was forthcoming:

Nominee: **Caroline Williams** Proposed by LR Seconded by ES

As there were no other candidates and no objections, CW was duly elected unopposed. She thanked SK for her chairmanship and congratulated her on her achievements, including improvements in HA21's constitution, structure and bank balance.

- 7.3 The Constitution required each of the Action Groups to elect a chair for appointment to the Executive Committee. In addition to CW as Acting Chair for the Planning Group, those so appointed were:

Mick Oliver	Waste Management and Recycling
Marilyn Raymond	Education
Sarah Kersey	Consumer

- 7.4 Six nominations had been received for up to nine additional places on the Executive Committee:

Pam Gershon	suggested role - Treasurer
Linda Robinson	suggested role - Secretary
Don Liversedge	
Mary John	
Mick Campbell	
Madan Badale	

As there were more vacant positions than nominees and no objections, all six were elected unopposed.

8. Appointment of Independent Examiner

- 8.1 PG confirmed that Barry Hieger was happy to be reappointed to audit the accounts, which he undertook without charge whereas in the past it had cost £200. She proposed that he continue as Independent Examiner. This was seconded by CW and unanimously approved. CW called for a letter of thanks to be sent.

9. Any Other Business

- 9.1 SK referred to the recent review of HA21's original 1997 Action Plan. With a view to determining new directions for the group and moulding priorities for the next ten years, it was proposed to hold a brainstorming event for all members. RM suggested a late September date would be most suitable. Members would be advised when a date was set.
- 9.2 JH asked about the membership figures. From memory, ES estimated approximately 120 individual members and 30 organisations. CW spoke of the work done in developing the membership database and SK explained that residents' associations and faith groups had been the target of a recruitment drive. Barnet Environmental Network members queried the cost of membership. ES confirmed that membership was free.
- 9.3 On behalf of Barnet groups, MN wondered if HA21 had a strategic plan to involve young people. Although there was no specific plan, CW said that efforts were made to draw young people into all HA21 public activities. SK recommended tapping into schools, colleges and existing youth groups, and pointed to the work done by the Education Action Group. PhG recalled the early history of the Ann Swain Award. BM and MR elaborated on the way in which the Schools Environmental Newsletter was targeted at relevant named teachers via the council.
- 9.4 SK concluded the formal business of the meeting by thanking everyone for attending and looking forward to hearing the talk to follow by guest speaker Rabbi Jeffrey Newman of Earth Charter UK.

The meeting closed at 7.45pm