

Meeting Description:	
Meeting Name:	BRLNR Meeting #01
Date & Time:	13 th May 2024 @ 19:30 Hrs
Venue:	Brookmill Pub
Chair:	JK
Secretary:	PM
Meeting Closed:	21:15
Next Meeting Date	Sept 2024 (specific date to be agreed)

Attendance:		
Name	Attendance	Comment
Paul Middleton (PM)	Yes	Will support the development of the BRLNR and with the support of the SJS team and other local societies, mentor the new team as needed to ensure success.
Jess Kyle (JK)	Yes	Committed to develop the BRLNR into a success and will provide advice, governance and assurance support as is needed.
Eszter Wainwright-Deri (ED)	Yes	Committed to develop the BRLNR into a success and will provide advice, governance and assurance support as is needed.
Darren Mephram (DM) Stacey Karlsson (SK)	Yes	Would like to be committee members and support openings and ad-hoc activities as needed.
Fred Aylward (FA)	Yes	Would be interested in talks and historical writing and a good candidate for SJS Green Conversations, but also to support the development of the BRLNR website and social media. To be discussed further.
Sebastian Van Os (SO)	Yes	Would like to be a committee member and support openings and ad-hoc activities as needed.
Linda Bond (LB)	Yes	Would like to be a committee member and support openings and ad-hoc activities as needed.
Ian Attard (IA)	Yes	Would like to be a committee member, would be open to take a role of responsibility to drive forwards the creation of the BRLNR, support openings and ad-hoc activities as needed.
Beth Haines Doran (BD)	Yes	Would like to be a committee member and support openings and ad-hoc activities as needed.
Helen Jackson (HJ)	Yes	Would like to be a committee member and support openings and ad-hoc activities as needed, plus significant experience in Societies and funding etc
Holly Page (HP)	Yes	Would like to be a committee member and support openings and ad-hoc activities as needed.
Roman Aspeek (RA)	Yes	For communications and collaboration as needed to ensure this is a success
Cash Aspeek (CA)	Yes	For communications and collaboration as needed to ensure this is a success

Item	Category	Actions	Who	When
0	Introduction	JK, ED and PM provided an introduction of themselves, an overview of the objectives, examples of other friends groups, general activities and community outreach. Initially it was stated that approx. 2-3hrs a month is needed from a min of 2 people to get this initiative moving in the right direction.	JK, ED and PM	NA
1	Organisation	In order to create a Friends Group a constitution is needed and outside of positive		

		<p>and motivated volunteers, a minimum of the following positions must be identified and voted:</p> <p>MUST HAVE:</p> <ul style="list-style-type: none"> • Chair • Secretary • Treasurer <p>NICE TO HAVE:</p> <ul style="list-style-type: none"> • Social Media and Events <p>Note that:</p> <p>This is an extremely exciting initiative and especially so due to the fact that the BRLNR will be started from scratch and therefore there are no legacy issues and everyone can learn and develop together and turn this into something amazing.</p> <p>The draft constitution is attached within the email for your information and review.</p> <p>SJS will mentor and coach as needed to support and develop the team.</p>		
2	Constitution	To be sent to the BRLNR Volunteers (members)	PM	14/05/24
3	Insurance	No action as covered by Lewisham Council under the Constitution.	JK	NA
4	Communications & Engagement	<p>Create a poster for next open day and ensure hardcopy distribution at the following locations to ensure coverage:</p> <ul style="list-style-type: none"> • BRLNR Notice Board • Brookmill Pub • Talbot Pub • Middleton's Cafe • SJ's Garden Sign Board • SJ's Station Sign Board • The Royal George Pub • The Royal Standard Pub • Friendly Street Café <p>Send communications and next poster (softcopy) via social media ahead of next event. Until BRLNR social media is setup, SJS will support during 2024.</p> <p>Engagement with schools, beavers, cubs, brownies and other youth groups within the area</p>	<p>JK / PM / BRLNR Volunteers</p> <p>PM / RG</p> <p>All / BRLNR Volunteers</p>	
8	Events	<p>Plan open day Sat 8th June between 1-3pm</p> <p>Plan open day July / Aug open day (TBA)</p> <p>Meeting to be planned in Sept. (date to be agreed between BRLNR Volunteers)</p>	<p>JK / PM / IA</p> <p>JK / IA / BRLNR Volunteers</p> <p>IA / BRLNR Volunteers</p>	

9	AOB	<p>Contractor to cut back plants as needed ahead of the next open day and JK will support in the organising of this.</p> <p>Key to the NR notice board to be made available and handed over to a volunteer (Sebastian and Linda as a suggestion?)</p> <p>Consider creating a Fact sheet was commented on and this is a good idea and to be further discussed.</p>	JK	30/05/2024
			JK / SV / LB	20/05/2024
			TBD	TBD