



Harrow Parks Forum – Annual General Meeting

Tuesday 09th September 2025

**Civic Six,
Station Road,
Harrow,
HA1 2XY**

Minutes of Meeting

Attendees

Sarah Bibi – Whitefriars Open Space – HPF Treasurer
Stephen Mills - Headstone Manor – HPF Secretary
Ian Pearse – HPF Committee Member
John Hinkley – Roxbourne Park – HPF Committee Member
Hilary Scott – Yeading Walk
Jiri Fuchs – Yeading Brook
Sharon Graham – Canons Park
Robert Graham – Canons Park
Jane Galbraith – Harrow Recreation Ground
Linda Small – Harrow Recreation Ground
Alison Chester – Harrow Recreation Ground (Part)
Mike Robinson – Rayners Mead
Lynn Scott – Chandos Recreation Ground
Encarni Connor – Chandos Recreation Ground
Sarah Brook – Pinner Village Gardens
Glynn Watkins – Pinner Village Gardens
Seamus English – West Harrow Park

Charlotte Crawley – West Harrow Park
Manek Patel – Roxeth Recreation Ground
Olivia King-Boateng - Stanmore Recreation Ground

Councillor Janet Mote – Portfolio Holder – Community & Culture

Desiree Mahoney - Service Lead Community Engagement Officer - Harrow Council

Monica Runke – Community Engagement Officer - Harrow Council

Jennifer Webster – Park Activation Lead – Harrow council

Bella Colafrancesco – Director of Inclusive Economy, Leisure & Culture (Interim) - Harrow Council

Apologies

Eugene Callinan - Kenton Recreation Ground – HPF Chair
Adrian Doyle – Headstone Manor Park
Brian Colley – Boxtree Park
Lorna Minney – Boxtree Park
Greg Taylor – The Croft
Graham Buckland – Hatchend Riverside
Simon Braidman – Stanmore Common

Eugene Callinan was unable to attend as he is recovering from a minor operation. Stephen Mills requested Ian Pearse to chair the meeting in his absence.

Welcome

Ian welcomed everyone and thanked them for attending.

The Minutes of the last Annual General Meeting (18th September 2024) were previously circulated, and as no amendments were recorded, these were signed as a true record of events.

Chair's Report

As Eugene was unable to attend this item will be deferred to the next meeting

Treasurer's Report & Accounts

Sarah confirmed that as of the 31st July 2025 we have £3,010.46 on deposit at Metro Bank with the following monies ring fenced as detailed below

New Park Groups - £500.00

Rolling Admin Costs - £450.00

Web portal - £600.00

Summary of accounts for year ending 31st July 2025 attached

The adoption of the Accounts were Approved by Councillor Janet Mote & Seconded by Ian Pearse

Election of Committee Members for 2024 / 2025

Stephen Mills confirmed that the following nominations had been received for the Executive Committee

Chair – Eugene Callinan

Treasurer – Sarah Bibi

Secretary – Stephen Mills

Committee Member – Ian Pearse

Committee Member – John Hinckley

The Election of the Executive Committee was then undertaken, and in the absence of any other nominations, all the nominees were elected unopposed.

Chair – Eugene Callinan

Treasurer – Sarah Bibi

Secretary – Stephen Mills

Committee Member – Ian Pearce

Committee Member – John Hinckley

Documentation

Stephen Mills confirmed that the following documentation had been updated and would be signed off by the Harrow Parks Forum Chair (Eugene Callinan) and these should be adopted by all constituted Park User Groups.

HPF – Health & Safety Policy Rev C

HPF – Equality & Diversity Policy Rev C

HPF – Children & Vulnerable Adults Policy Rev F

HPF – Sharps Policy Rev D

Stephen Mills to circulate the documents with the minutes of the meeting.

Ian Pearce thanked everyone for attending and closed the Annual General Meeting.

Signed by: -

Eugene Callinan – Chair

Stephen Mills – Secretary