Friends of (Insert Park name)

Name of Volunteer / Committee Member: (Insert)

| Month (Insert) | Hours | | | | |
|---|-------|--|--|--|--|
| Events, including planning, attendance and travel time, for Fun Days, Open House Day, Coronation art desk, AGM, putting up posters etc. | | | | | |
| Committee meetings, including Harrow Parks Forum, meetings with council officers, zoom meetings such as local SNT ward panel | | | | | |
| Administration, including phone calls, emails, website upkeep, social media posts, putting up general notices etc. | | | | | |
| Park maintenance, including gardening (sessions or ad hoc), watering, planting, litter picks, repairs, cleaning interpretation boards, clearing low level graffiti etc. | | | | | |
| Locking & Unlocking Park Gates including travel time | | | | | |

| Total Hours | | | | | |
|-------------|--|--|--|--|--|
| | | | | | |