

Minutes of the 6th AGM: 21 January 2020:

Marshall's Design Space, 4 Compton Courtyard, 40 Compton Street, London
EC1V 0BD

1 Welcome from Chair (Annabel Downs)

Attendees: Helen Brown, Lisa Creaye-Griffin, Annabel Downs (chair), Robert Holden (item 6 onward), Bettina Kirkham, Hal Moggridge, Colin Moore, Helen Neve, Alexandra Rook, Rosie Wicheloe (LI London: item 5 onward).

Apologies received: Diana Armstrong Bell, Dominic Cole, Dan Cook, Sally Ingram, Valerie Joynt, Barbara Simms, Alan Simson.

2 5th AGM (23 May 2018): Draft minutes for approval

Approved at meeting: Proposed Helen Neve, seconded Helen Brown

3 Matters Arising from 5th AGM

None

4 Chair's Report

- .1 Annabel Downs summarised the key points of her report (annexed below).
- .2 Additionally following providing Dan Cook with an update of FOLAR activities he has suggested a meeting in February to discuss forward planning and collaboration.
- .3 Annabel congratulated the team on their achievements since the last meeting
- .4 Chair's Report accepted: proposed Hal Moggridge, seconded Helen Neve.

5 Treasurer's Report

- .1 Helen Neve summarised the key points of her report (annexed below).
- .2 Helen thanked donors to the website fund as well as other donors.
- .3 Treasurer's Report accepted: proposed Colin Moore, seconded Annabel Downs.

6 Election of members on committee

- .1 Committee members as listed below elected, proposed Lisa Creaye-Griffin, seconded Helen Neve

Chair: Annabel Downs

Secretary: Colin Moore

Treasurer: Helen Neve

Other members: Phillada Ballard, Helen Brown, Kristof Fatsar, Robert Holden, Hal Moggridge, Mark Loxton, Alexandra Rook, Ruth Shelton, Jan Woudstra

- .2 Diana Armstrong Bell and Karen Fitzsimon had resigned from the FOLAR Committee before the AGM and were thanked for their valuable input to the Committee, especially Diana's work on the new website and Karen's social media activity for FOLAR.

- .3 Activities and roles of members:

LI liaison Hal Moggridge

Fundraising **vacant**

Promotion **vacant**

Membership Alexandra Rook

Communications Alexandra Rook

Website	Helen Neve, Annabel Downs, Colin Moore
Social media	vacant
Symposia	Robert Holden
Other events	Annabel Downs, Colin Moore
Oral history	Helen Neve
Acquisitions	Hal Moggridge
Telling stories	Colin Moore, Helen Neve

- .4 As well as the above vacancies, volunteer required to assist with oral history project.
- .5 Hal Moggridge requested assistance with strategy for his LI liaison role; Committee to develop strategy, including developing relationship with Regions perhaps with regional reps/ambassadors.
- .6 Rosie Wicheloe advised that LI London might be able to find someone for the social media role. Hal Moggridge also advised that he knew someone who might be interested in that role.

7 **Future plans**

Annabel Downs summarised the future plans for the period to end March 2021 as included in her Chair's Report (annexed below)

LI Centenary: FOLAR Committee to develop proposal to celebrate 100 years of projects by LI members.

8 **Any Other Business**

- 8.1 .1 Helen Brown advised that the approach to storage and selling **second-hand books** needed to be reviewed and a volunteer required to take over the role from her.
- .2 Committee to review current arrangements and Bettina Kirkham to consider taking over the role.
- 8.2 .1 The importance of expanding the **FOLAR membership**, particularly by attracting LI members and practices, was discussed.
- .2 Committee to recruit promotion and social media volunteers and continue to improve the offer to members.
- 8.3 Bettina Kirkham advised that she was Chair of Berkshire Gardens Trust and that they were looking for partners to work with, including MERL and FOLAR.
- 8.4 Rosie Wicheloe suggested that FOLAR and LI London should work more closely together and that LI London members might be a source of assistance with FOLAR projects, eg the oral history and telling stories projects.
- 8.5 Annabel Downs advised that Manchester Metropolitan University had been awarded funding for a PhD Scholarship with a focus on Women in Post-War Landscape Architecture.

9 **Date of 7th AGM:**

TBC: May 2021

CM 23 October 2020

FOLAR AGM 21 January 2020

Chair's Report

FOLAR's previous AGM was held at 23 May 2018 at Greenwich University, 20 months ago. As we propose to hold our next AGM in May 2021, this report outlines our activities from April 2018- Mar 2019; what we have achieved and expect to complete April 2019-Mar 2020, and our plans and aspirations for 2020-2021.

FOLAR is a friends group of landscape architects and other interested parties tasked with supporting and advising The MERL (University of Reading), on behalf of the LI, with regard to maintaining and developing the archive and library.

FOLAR supports the Landscape Institute in the delivery of its charitable objects: *'to protect, conserve and enhance the natural and built environment for the benefit of the public by promoting the arts and sciences of Landscape Architecture...and for that purpose to foster and encourage the dissemination of knowledge relating to Landscape Architecture and the promotion of research and education therein...'*

Since our last AGM, FOLAR has been proactive promoting the landscape archive to new audiences:
April 2018- Mar 2019

- **FOLAR symposium** *Landscape and Children: design for children's play* with pop up and new online exhibition 16 March 2019, at The MERL; video available
- FOLAR **collaboration with LI** – invited to contribute to LI-90 celebrations and advise on timeline
- Contributed to **Manchester Metropolitan University - Landscape and Architecture Post War Infrastructure** conference, 14 Feb 2019 - Hal Moggridge keynote speaker.
- FOLAR members on expert panel for **Historic England** post war landscape listing project
- FOLAR provided information and support resulting in **Historic England** adding at-risk **Richard Sudell Dolphin Square garden, to register, Grade II**
- FOLAR supported student research on Richard Sudell
- Posted our first BLOG on MERL website on Michael Brown by Colin Moore, 9 Jan 2019
- Commenced work on new design for website
- Increased presence on social media
- FOLAR **Acquisition pilot study** of selected existing landscape practices to identify possible material (papers and drawings) for archive; ongoing.

April 2019-Mar 2020

- FOLAR organised **guided visit** to Hemel Hempstead restored Jellicoe Water Gardens led by Oliver Rock and Katharina Erne HTA 18 May 2019
- FOLAR lunchtime talk by Tom Turner for MERL's animal series, 8 October 2019 on **Jellicoe and the subconscious, serpents and postmodern landscape design**, video available
- FOLAR LI-90 anniversary celebrations **Pioneering women in landscape** series of talks on Brenda Colvin, Susan Jellicoe and Diana Armstrong Bell 16 Oct 2019 Kingston University, and today's **Heroines of landscape architecture** on Sylvia Crowe, Fanny Wilkinson, Sheila Haywood, a joint event with LI London, Marshalls, with 3rd talk later on this year
- FOLAR members commissioned to write articles for **Landscape** celebrating LI-90 including Karen Fitzsimon's Women in landscape architecture
- FOLAR preparing outline plans for **Landscape Institute centenary celebrations**
- FOLAR project partner with MMU for **The Landscapes of Post-War Infrastructure: Culture, Amenity, Heritage and Industry**
- FOLAR members contributed to forthcoming **20c Society** publication **100 gardens and landscapes** due March 2020
- FOLAR joint funded with LI, commissioned part 1 of Oral history initiative- research report ***Landscape oral histories, querying the human catalogue – The FOLAR Oral History Project*** Marie Lagerwall June 2019
- Part 2 Oral history project: provide oral history training for 10 people (including 2 landscape PhD candidates) Dec 2019
- Launch new FOLAR website
- FOLAR Symposium **Landscape of state financed industries** 7 March 2020, at MERL, with exhibition.

Plans for April 2020-March 2021

- FOLAR Landscape series of **lunchtime talks at MERL** on Sudell; Geddes and McHarg; Royal Parks; Green Park, Reading; corporate landscapes April – June 2020
- **CPD training** for landscape architects using landscape archives at The MERL – postponed from last year to spring 2020 date tbc
- Developing **Telling Stories** project as part of Oral History
- Promote take up of FOLAR **bursary** at The MERL

- Continue to support **academics** from Institute of Historical Research, University of East London, Manchester Metropolitan University and others using landscape archives at the MERL for teaching, research and for funding bids.
- And lots more..

All of this has only been possible with support from our members, plus the MERL and LI – so thank you all very much and please keep backing us and coming up with good ideas and offers etc All of this is also only achievable with our fantastic and talented team of people on the FOLAR committee so my grateful thanks to them and their energy

We need some new recruits for: social media, fund raising, promotion. No one leaves the room until someone offers!

Annabel Downs Wed 7 January 2020

FOLAR Committee: Annabel Downs (chair), Helen Neve (treasurer), Colin Moore (secretary), Phillada Ballard, Helen Brown, Kristof Fatsar, Robert Holden, Hal Moggridge, Alexandra Rook, Ruth Shelton, Jan Woudstra.

FOLAR AGM 21 January 2020

Treasurer's Report

It is a pleasure to report that FOLAR finances are in a healthy condition. During the financial year 2018/19, and in the current year 2019/20, turnover has increased, reflecting FOLAR's growth in stature, ambition and experience. Considerable planning and activity, which has been undertaken during the last 18 months, has made a significant change to the pattern of the group's finances. Already the income for the current financial year is nearly 4 times that received during 2017/18 while costs have only risen 25% in the same period.

The Chair's report highlights the range of events which FOLAR has organised recently, so I will not dwell on them here. I would like to mention, however, the following which have direct relevance to our financial situation:

Members: membership for the current year has shown a modest increase in both numbers and income. This support makes a very welcome addition to our ability to deliver a wider range of events and activities. Standing orders are now in operation and I would urge you all to make use of this method of subscription renewal. Easier for members and a great benefit to FOLAR.

Events: both the March 2019 symposium and the Hemel Hempstead event made modest surpluses which allowed us to run 'Pioneering Women' talks at Kingston as a free event, necessary due to the nature of the location.

Website: £2,450 has been pledged for the website fund and I would like to record our grateful thanks to our donors. This more than covered the cost of the new website design, leaving a small amount to cover costs of 'going live' and the early stages of site maintenance

Book sales: the circulation of the second hand book catalogue provided a small number of sales but a useful income of £185.50.

Oral History: The budget for the first (research) phase of the Oral History project was sufficient for our needs and allowed us to move on to Phase 2 in the autumn of 2019. We were delighted to receive funding from the Landscape Institute for both phases and I would like to record our thanks to the LI for their ongoing support.

Donations: we continue to receive small, general, donations from loyal supporters and are so grateful for this income. If anyone has an embarrassment of riches or just some spare cash weighing down their pocket, we are always very happy to relieve you of it and put it to good use. If you have a specific interest in what we are already doing or would like to help us to expand into new and exciting activities, please let any of our committee know. We are always happy to discuss creative ways to use our modest resources.

An overview of the accounts for the financial year 2018/19 is provided below.

FOLAR Accounts Financial Year 2018/19

Bank balance as of 01/4/18	£2,816.88
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Income received:

Item	Income	
Membership subscriptions (for 2017/18) x 5 @£20	100.00	
Membership subscriptions (for 2018/19) x 21 @£20	420.00	
Membership subscriptions (for 2018/19) x 3 @£50	150.00	
Membership subscriptions (for 2019/20) x 1 @£20	20.00	
Event income – tickets for seminar 2018	1,019.55	
Event income – tickets for seminar 2019	1,449.63	
Book sales	64.00	
Donations – website	1,900.00	
Grants – Oral History	2,200.00	
Total		£7,323.18

Expenditure:

Item	Expenditure	
2018 Event expenses (speaker's travel x 3)	220.22	
2018 Event expenses (catering, badges etc)	469.96	
2019 Event expenses (speaker's travel x 5)	613.99	
2019 Event expenses (catering etc)	470.30	
Publicity (website hosting and updating)	75.16	
Oral History Phase 1 expenses (travel x 2)	293.85	
Total		£2,143.48

Bank balance as of 31/3/19	£7,996.58
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Draft figure for the Financial Year 2019/20 to the end of December 2019 are available on request.

Helen Neve, Hon Treasurer, 8th January 2020