



Date: 20 May 2026

To: All APSE Central Members

Notice of the APSE Central Annual General Meeting Tuesday 30 June 2026 at 11:40 AM

Venue: Tamworth Assembly Rooms, Corporation Street, B79 7DN

The AGM is incorporated into a FREE seminar event for APSE Central 'Plants, Trees and Automobiles: A Greenspace and Highways Forum' which commences at 10:00 ending at 14:00 including lunch and networking.

Dear Colleagues,

I am writing to inform you that the APSE Central Annual General Meeting will be held **Tuesday 30 June 2026 at 11:40 AM** during the course of the APSE Central Seminar '**Plants, Trees and Automobiles: A Greenspace and Highways Forum**'. The AGM will be a short but important business meeting allowing all APSE Central members to participate in APSE business. You are encouraged to attend.

The seminar, which will host the AGM, brings together experts from leading local authorities from across our region in the areas of green spaces, parks, grounds and highways all working to improve the local environment, to share best practice and case studies. The seminar commences at 10:00am and will include lunch and networking, finishing at 2:00PM. All attendees at the AGM are welcome to attend the seminar.

Please use the link below to book on to the event and view confirmed speakers so far.

You will also find links to download the full AGM agenda and meeting papers on the website:

[APSE Central Region Event – Plants, Trees and Automobiles: A Greenspace and Highways forum](#)

As you will note from the agenda, during the course of the AGM, we will be reviewing the work of APSE Central during 2025-26, discussing plans for the year ahead and electing representatives to serve on both APSE Central and APSE's National Council.

Candidates for these roles require a nomination and a seconder from colleagues within APSE Central who are either present on the day or who can e-mail their nomination to me at bjee@apse.org.uk in advance of the meeting.

If you have any questions regarding the activity of APSE Central, the elections which form part of the AGM, or you wish to discuss a nomination please do not hesitate to contact me on the above email address.

I very much look forward to seeing you on Tuesday 30 June 2026.

Yours faithfully,

Bonni Jee
Principal Advisor, APSE



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Agenda

APSE Central Region Annual General Meeting 2026

Tuesday 30 June 11.40 to 12.00

Tamworth Assembly Rooms, Corporation Street, Tamworth, B79 7DN

1. Welcome from the Chair
2. Apologies for absence
3. Minutes of the AGM held on Wednesday 4 June 2025
4. Matters arising
5. Motion 1
6. Elections

Subject to Motion 1 being agreed the following elections will be for a biennial election period.

- APSE Central Chair for 2026-2028
- APSE Central Vice Chair 2026-2028
- APSE Central Secretary 2026-2028
- APSE Central Financial Advisor 2026-2028
- Additional National Council Representative 2026-2028 (2)

(A total of 6 representatives to National Council)

- Confirmation of National Chair Nomination for APSE Central 2026-2027 – Cllr John Clarke
 - Confirmation of APSE Central *Nominations for Network / Strategic Forum Chairs (*Please note these positions are the property of the National AGM)
7. APSE Central Report
 8. Finance Report (incl. Subscriptions) to be tabled at the meeting
 9. Proposed schedule of meetings for Central 2026-2027
 10. National Update on APSE Activity from APSE Chief Executive
 11. Any other competent business previously notified by the Chair



Minutes of the APSE Central Annual General Meeting

Wednesday 04 June 2025, St Mary's Guildhall, Coventry.

1. Chair's Welcome

Regional Chair, Councillor Mark Pengelly, North Northamptonshire Council welcomed attendees to the Annual General meeting at the Assembly Rooms, Chesterfield.

2. Attendance

First Name	Surname	Position	Authority
Mo	Baines	Chief Executive	APSE
Bonni	Jee	Principal Advisor – Central	APSE
Vickie	Hacking	Principal Advisor - North	APSE
Mark	Pengelly	Central Region Chair Councillor	North Northamptonshire Council
John	Clarke MBE	Central Region Vice Chair Leader of the Council	Gedling Borough Council
Samantha	Dennis	Central Region Secretary Strategic Director of Place	Derby City Council
Rhian	Palmer	Strategic Lead – Green Futures	Coventry City Council
Andy	Hills	Climate Change Group Manager	Derby City Council
Tom	Guilbert- Newell	Environmental Officer	Newcastle-Under-Lyme Borough Council
Ellie	Lawson	Climate Change Project Officer	Rugby Borough Council
Luke	Bullivant	Climate Change Programme Officer	Sandwell Metropolitan Borough Council
Paul	Smith	Tenant Engagement Officer	Sandwell Metropolitan Borough Council
Cllr Steve	Taylor	Councillor – Chair of Environment &	South Derbyshire Council



		Development Services Committee	
Samir	Mamun	Senior Manager – Engagement & Knowledge Exchange (Speaker)	University of Nottingham
Pat	Fleming	Climate Change Programme Manager	Walsall Metropolitan Borough Council
Tom	Holness	Climate Change Projects Officer	Warwick District Council
Emily	Woodhouse	Air Quality Officer	Warwick District Council
Barbara	McGarrity	Councillor - Chair of Climate Change, Housing & Communities Committee	Wolverhampton City Council
Milan	Campion	Corporate Policy Officer	Wyre Forest Council

3. Minutes of the Annual General Meeting held on Thursday 19 June 2024 at the Assembly Rooms, Chesterfield.

The minutes of the meeting were approved as a correct record and agreed.

4. Matters arising

There were no matters arising.

5. Elections for the Region and National Council representatives:

- (i) Election of Central Region Chair 2025/2026
Councillor Mark Pengelly – North Northamptonshire Council
- (ii) Election of Central Region Vice Chair 2025/2026
Councillor John Clarke MBE – Gedling Borough Council
- (iii) Election of Central Region Secretary 2025/2026
Samantha Dennis – Derby City Council
Substitute: Steve Brunt – Bolsover District Council
- (iv) Election of Prospective National Chair for 2026/2027
Cllr John Clarke MBE – Gedling Borough Council



Election of National Secretary 2026/2027
Samantha Dennis – Derby City Council

(v) Additional representatives:

National Council Representative - Cllr Bhupinder Gahkal, Wolverhampton City Council

National Council Representative - Cllr Ndukwe Onuoha, Derby City Council

6. Regional Report

Bonni Jee presented an overview of the Central Region Report and provided details of the current membership and gave details of regional activity.

The Regional Report was noted.

7. Financial Report

Bonni Jee presented an overview of the Central Region Financial Report for 2024/2025

The Financial Report was noted and agreed.

8. Details of future meetings

The dates for future meeting were agreed and circulated.

9. National Report

Mo Baines presented an overview of the APSE National Report for 2024/2025.

The Annual report was noted.

10. Constitutional amendments

No constitutional amendments were put forward from the region.

Mo Baines provided an update on the constitution. In so doing, she reported that a review of the APSE regional constitutions would be undertaken in the coming year. The review was being conducted to ensure that there was a consistency across the regions.



In concluding, Mo reported that the review and any proposed amendments would be done in consultation with the Central Region Executive and would be presented at a future APSE Central Region Annual General Meeting.

This was noted.

11. Adoption of Financial Standing Orders

No Finance Standing Orders were put forward from the region.

12. Adoption of Central Region Standing Orders

No Central Region Standing Orders were put forward from the region.

13. Motions

No other motions were put forward from the region.

14. Any other business

None.

15. Close of the meeting

The Chair thanked the National Council Representatives for their work and support over the past year and thanked the delegates for attending.

The meeting was closed at 13.30pm.

APSE Central Finance Report

Agenda Item 8 – AGM 30 June 2026

1. The total income received in 2025-2026 is **£4,028.36** which is **£224.87** lower than the **£4,253.23** received in 2024-2025. This leaves a deficit of - **£3,511.16** compared with - **£878.69** in 2024-2025 mainly due to increased costs in seminars and events, which includes the rise in venue costs and catering costs.
2. Expenditure for 2025-2026 was **£7,539.52** an increase from the **£5,131.92** expenditure in 2024-2025.
3. Total for Cash at bank and in hand is **£17,783.04** with the total for capital and reserves being **£26,184.13**
4. The continuing year on year deficit position is a reflection that APSE Central has not increased its regional fees in over 15 years and as such to correct the deficit the meeting is asked to agree a new regional fee of **£250** per member authority reflecting that it would otherwise need to draw back on current activity levels and opportunities for in-person event.
5. Appendix 1 provides the profit and loss account compared to the preceding year.
6. Appendix 2 provides the balance sheet figures.
7. The APSE Central AGM is asked to note and agree this report.

Appendix 1 Profit and loss

Profit and Loss APSE Central 1 April, 2025-31 March, 2026

	Total	
	Apr 1 2025 - Mar 31 2026	Apr 1 2024 - Mar 31 2025 (PY)
Income		
4350 Membership Fees	4,028.36	4,253.23
Total for Income	£4,028.36	£4,253.23
Gross Profit	£4,028.36	£4,253.23
Expenses		
6470 Miscellaneous Expense	285.00	322.80
6830 Travel and Meetings	369.73	
6832 Travel	740.87	639.12
Accommodation	1,257.67	1,117.83
Total for Travel and Meetings	£2,368.27	£1,756.95
Bank charge		5.00
Chair allowance	1,000.00	1,000.00
Courier charges		22.17
Meetings and seminar costs	3,386.25	2,025.00
Sponsorship costs	500.00	
Total for Expenses	£7,539.52	£5,131.92
Net Operating Income	-£3,511.16	-£878.69
Net Other Income		
Net Income	-£3,511.16	-£878.69

Appendix 2 Balance Sheet

Balance Sheet APSE Central As of 31 Mar, 2026

	Total
Cash at bank and in hand	
APSE Central	17,783.04
Total for Cash at bank and in hand	£17,783.04
Debtors	
1100 Accounts Receivable	9,937.91
Total for Debtors	£9,937.91
Current Assets	
sundry debtors	0.00
Total for Current Assets	£0.00
NET CURRENT ASSETS	£27,720.95
Creditors: amounts falling due within one year	
Trade Creditors	
2000 Accounts Payable	295.65
Total for Trade Creditors	£295.65
Current Liabilities	
VAT Control	1,241.17
VAT Suspense	0.00
Total for Current Liabilities	£1,241.17
Total for Creditors: amounts falling due within one year	£1,536.82
NET CURRENT ASSETS (LIABILITIES)	£26,184.13
TOTAL ASSETS LESS CURRENT LIABILITIES	£26,184.13
TOTAL NET ASSETS (LIABILITIES)	£26,184.13
Capital and Reserves	
Retained Earnings	29,280.29
Profit for the year	-3,096.16
Total for Capital and Reserves	£26,184.13

