



Queen's Park Trust Meeting Agenda

First Annual General Meeting (AGM)

Venue: **St John the Evangelist Church, Kensal Green**

Date: **3rd September 2026** Time: **7:00pm – 8:30pm**

6:30pm – Doors Open

Registration and informal networking (6:30pm)

Agenda Topics:

1. Welcome and Introductions (7:00pm)

Your comments here

2. Committee Introductions (7:10pm – 7:25pm)

Brief introduction by members committee

3. Governance and Membership (7:25pm – 7:35pm)

- Update on becoming a registered charity
- Discussion about membership categories

4. Constitution and Policies Review (7:35pm – 8:00pm)

Your comments here

5. Current Priorities and Projects (8:00pm – 8:15pm)

- Current local issues and priorities
- Project Updates

6. Public Questions (8:15pm – 8:25pm)

Your comments here

7. Closing Remarks and Thanks (8:25pm – 8:30pm)

Your comments here

8. Meeting Close (8:30pm)

Next Meeting: **To be confirmed**



Queen's Park Trust - First Annual General Meeting (AGM)

Pre-Meeting Setup

6:00pm – Setup

- Venue preparation
- Information tables arranged

6:30pm – Doors Open

Registration and informal networking

1. Welcome and Introductions (7:00pm)

Chairperson

- Welcome attendees
- Introduce themselves as Chair
- Thank everyone for attending

Lydia

- Introduction and background
- Why Queen's Park Trust was established
- Overview of:
 - Website
 - Neighbourhood Watch (NHW)
 - WhatsApp groups
- Vision for community unity and partnership working with local organisations

2. Committee Introductions (7:10pm – 7:25pm)

Chairperson to facilitate

Each committee member to:

- Introduce themselves
- Provide a brief career/education background
- Explain what they hope to contribute to the Trust



3. Governance and Membership (7:25pm – 7:35pm)

Charity Commission Registration

- Update on becoming a registered charity
- Information required and next steps

Membership Structure

- Discussion of membership categories
- Membership rights and responsibilities
- Approval of proposed membership arrangements

4. Constitution and Policies Review (7:35pm – 8:00pm)

Constitution

- Review current constitution
- Discuss and agree any proposed amendments

Policies

- Review each Trust policy
- Identify any required changes
- Refer amendments to relevant officer roles for drafting
- Committee vote where required

5. Current Priorities and Projects (8:00pm – 8:15pm)

Community Concerns

- Discussion of current local issues and priorities

Current Projects and Initiatives

- Progress updates
- Future plans

Funding Position

- Discussion of the Trust's non-budget funding approach
- Consider whether this should continue
- Officer role vote if required

6. Public Questions (8:15pm – 8:25pm)

- Questions and comments from attendees

7. Closing Remarks and Thanks (8:25pm – 8:30pm)

Lydia - A big thank you to **Reverend David** for the use of the church, to **Ray Lancashire** for all the help, advice and support setting up, thank you to **the individuals** who ran the **information tables** at the start of the meeting, **Westminster City Council** for being



incredibly helpful with all our many requests, our **local Councillors** who give their time to support residents and **local police** who have supported us and worked with us from the beginning. Thank you also to all the **committee members** for offering your time to make **Queen's Park Trust** as great as it can be, and to our **chairperson** for this evening and thank you to **all of you** for attending and being part of our legacy.

8.Meeting Close (8:30pm)

Next Meeting: To be confirmed.



Introductions

7pm Chairperson settle everyone, introduce themselves as Chair. Thank everyone for coming.

Lydia - Introduce myself, why I set up QPT

Lydia - Website, NHW, WhatsApp Group

Lydia - Unity in the community - working with other organisations in the area - supporting and promoting each other, sharing ideas, concerns and volunteers.

7.10-7.25pm Chair manage - Committee members introduce themselves including Chair and short career/education background and what they hope to bring to the trust.

Topics

7.25pm Chair - Becoming registered with the Charity Commission – **needs info for this**

Chair - Different membership types and how – **Chair needs info for this**

7.35pm-8pm Chair - Constitution and policies – discuss any changes needed, list each policy - **put this to the committee, if any changes requested they will go to officer roles vote.**

8pm Chair - Current focus for concerns – **Chair and Lydia to discuss this beforehand.**

Chair - Current projects and initiatives - **Chair and Lydia to discuss this beforehand.**

Chair - Funding - non-budget – discuss why - should we stay this way for now - committee vote - officer roles only – **Chair will need to understand the details on this beforehand.**

Adjournment

8.15pm-8.25pm Chair - Questions from the public

8.25pm-8.30pm Lydia - A big thank you to Reverend David for use of the church, to Ray Lancashire for all the help, advice and support setting up, thank you to the individuals who ran the information tables at the start of the meeting, Westminster City Council for being incredibly helpful with all our many requests, our local Councillors who give their time to support residents and local police who have supported us and worked with us from the beginning. Thank you also to all the committee members for offering your time to make Queen's Park Trust as great as it can be, and to our chairperson for this evening and thank you to all of you for attending and being part of our legacy.