

Democratic Services

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Your ref:

Our ref: JM

Date: 20 October 2010

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To: All Members of the Board of Trustees of the Recreation Ground, Bath

Councillor Chris Watt
Councillor David Hawkins
Councillor Vic Pritchard

Chief Executive and other appropriate officers
Press and Public

Dear Trustee

Board of Trustees of the Recreation Ground, Bath: Wednesday, 27th October, 2010

You are invited to attend a meeting of the **Board of Trustees of the Recreation Ground, Bath**, to be held on **Wednesday, 27th October, 2010** at **1.00 pm** in the **Council Chamber - Guildhall, Bath**.

[This meeting was postponed from scheduled date of 13th October 2010]

The agenda is set out overleaf.

Yours sincerely

Jo Morrison
for Trust Board

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Jo Morrison who is available by telephoning Bath 01225 394358 or by calling at the Riverside Offices Keynsham (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Jo Morrison as above.

- 3. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Jo Morrison as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 4. Attendance Register:** Members should sign the Register which will be circulated at the meeting.
- 5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.**
- 6. Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

Board of Trustees of the Recreation Ground, Bath - Wednesday, 27th October, 2010

at 1.00 pm in the Council Chamber - Guildhall, Bath

A G E N D A

1. APOLOGIES FOR ABSENCE

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

3. DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972

To receive any declarations from Members/Officers of personal or prejudicial interests in respect of matters for consideration at this meeting. Members who have an interest to declare are asked to:

- a) State the Item Number in which they have the interest;
- b) The nature of the interest;
- c) Whether the interest is personal, or personal and prejudicial.

Any Member who is unsure about the above should seek advice from the Monitoring Officer prior to the meeting in order to expedite matters at the meeting itself.

4. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

5. QUESTIONS AND STATEMENTS

6. MINUTES - 14TH JULY 2010 (Pages 1 - 6)

7. UPDATE ON GENERAL MANAGEMENT ISSUES (Pages 7 - 8)

This paper gives the Trustees an update on general management issues at the Recreation Ground.

8. MANAGEMENT OF THE TRUST'S AFFAIRS - BUSINESS CASE FOR TRUST ADMINISTRATOR (Pages 9 - 12)

At the last Trust Board meeting, the Trustees requested that a business case be produced to evaluate the financial impact of replacing administration services provided by several council officers with a dedicated role.

9. LETTINGS REPORT (Pages 13 - 18)

This paper gives the Trustees an update on the lettings made since the last report to the Board at its July 2010 meeting.

10. BATH RECREATION GROUND TRUST FINANCIAL MONITORING REPORT 2010/11 (Pages 19 - 22)

This report gives details of the financial position to 30th September for 2010/11.

11. REVIEW OF CHARGING STRUCTURE

This is a verbal item only.

12. UPDATE ON PROGRESS WITH THE CHARITY COMMISSION

This is a verbal item only.

The Committee Administrator for this meeting is Jo Morrison who can be contacted on 01225 394358.