

Democratic Services

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Date: 23 November 2011

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

Councillor David Dixon (Chair)
Councillor Tim Ball
Councillor Nathan Hartley

Copy to Abbey Ward Councillors Manda Rigby and Brian Webber

Chief Executive and other appropriate officers
Press and Public

Dear Trustee

Board of Trustees of the Recreation Ground, Bath: Thursday, 1st December, 2011

You are invited to attend a meeting of the **Board of Trustees of the Recreation Ground, Bath**, to be held on **Thursday, 1st December, 2011** at **6.30pm** in the **Council Chamber, Guildhall, Bath**.

The agenda is set out overleaf.

Yours sincerely

David Taylor
for Board of Trustees

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 David Taylor who is available by telephoning Bath (01225) 394414 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 David Taylor 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 David Taylor 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 - Thursday, 1st December, 2011

at 6.30pm in the Council Chamber, Guildhall, Bath

A G E N D A

1. EMERGENCY EVACUATION PROCEDURE

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

2. APOLOGIES FOR ABSENCE

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

To consider any submissions received and decide what action to take, if any, on the matters raised therein. As the Questions and Answers will be circulated in written form, there is no requirement for them to be read out at the meeting. The Questions and Answers will be published with the draft Minutes.

6. MINUTES: THURSDAY 29TH SEPTEMBER 2011 (Pages 5 - 10)

To approve as a correct record the Minutes of the previous meeting held on Thursday 29th September 2011

7. UPDATE ON GENERAL MANAGEMENT ISSUES (Pages 11 - 12)

To consider a report by the Adviser to the Bath Recreation Ground Trustees updating Members on general management issues at the Recreation Ground

8. LETTINGS UPDATE (Pages 13 - 18)

To consider a report by the Parks and Estates Manager on lettings made at the Recreation Ground since the last report to the Board at its September meeting

9. BUDGET POSITION FOR BATH RECREATION GROUND TRUST AND STRATEGIC REVIEW TO 31ST OCTOBER 2011 (Pages 19 - 26)

To consider a report by the Assistant Management Accountant which gives details of the Recreation Ground spend to 31st October 2011 against the agreed budget for 2011/12 and details of the strategic review spend to 31st October 2011

10. DATE OF NEXT MEETING

The Administrator to the Board is David Taylor who can be contacted on 01225 - 394414