

Democratic Services

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Date: 26 September 2012

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

Councillor David Dixon

Councillor Simon Allen

Councillor Tim Ball

Observers: Councillor Manda Rigby and Councillor Brian Webber

Chief Executive and other appropriate officers

Press and Public

Dear Trustee

Board of Trustees of the Recreation Ground, Bath: Thursday, 4th October, 2012

You are invited to attend a meeting of the **Board of Trustees of the Recreation Ground, Bath**, to be held on **Thursday, 4th October, 2012 at 6.30 pm** in the **Council Chamber - Guildhall**.

A Pre-Meeting for the Board will be held at 5.30pm in the Cabinet Room, 2nd Floor, Guildhall.

The agenda is set out overleaf.

Yours sincerely



David Taylor
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 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, 4th October, 2012
at 6.30 pm in the Council Chamber - Guildhall**

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

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **a disclosable pecuniary interest** or an **other interest**,
(as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer before the meeting to expedite dealing with the item during the meeting.

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 21ST JUNE 2012 (Pages 7 - 12)

To approve as a correct record the Minutes of the previous meeting held on Thursday 21st June 2012

7. UPDATE ON GENERAL MANAGEMENT ISSUES (Pages 13 - 14)

To note the report of the Adviser to the Bath Recreation Ground Trustees relating to general management issues at the Recreation Ground

8. EVENTS AND SPORTS LETTINGS UPDATE (Pages 15 - 22)

To note the report of the Parks and Estate Manager relating to lettings at the Recreation Ground

9. 2011/12 REVENUE ACCOUNT, BALANCE SHEET AND AUDITORS ACCOUNT AND 2012/13 BUDGET MONITOR (Pages 23 - 34)

To consider the report of the Assistant Management Accountant and the recommendations to (1) approve the Financial Accounts for 2011/12 as shown in Appendices 1 and 2; (2) note the Auditors Report for 2011/12 as shown in Appendix 3; (3) note the expenditure to 31st August 2012 on the 2012/12 budget as shown in Appendix 4; and (4) approve the funding to finalise the strategic review implementation of £30,000 for 2012/13.

10. DATE OF NEXT MEETING

To consider a date for the next meeting of the Board

The Committee Administrator for this meeting is David Taylor who can be contacted on 01225 - 394414.