

ALICE PARK TRUST SUB-COMMITTEE

Minutes of the Meeting held

Monday, 3rd July, 2017, 4.00 pm

Councillor Rob Appleyard	-	Bath and North East Somerset Council
Councillor Michael Norton	-	Bath and North East Somerset Council
Councillor Geoff Ward	-	Bath and North East Somerset Council
Councillor Lin Patterson	-	Bath and North East Somerset Council (non-voting)
Paul Hooper	-	Independent Member (non-voting)
Sujata McNab	-	Independent Member (non-voting)

1 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

2 EMERGENCY EVACUATION PROCEDURE

The Democratic Services Officer explained the emergency evacuation procedure.

3 APOLOGIES FOR ABSENCE AND SUBSTITUTION

Apologies for absence were received from Tammy Randall – Finance Manager.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 URGENT BUSINESS AGREED BY THE CHAIR

There was no urgent business.

6 ITEMS FROM THE PUBLIC - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS

Graham Page addressed the Sub-Committee regarding the provision of a skate park in Alice Park. He expressed concern regarding the size and location of the skate park and asked a number of questions, to which the Chair responded. A copy of the questions and responses is attached as *Appendix 1* to these minutes.

7 MINUTES OF THE MEETING OF 27 MARCH 2017

The minutes of the meeting held on 27 March 2017 were confirmed and signed as a correct record.

8 SKATE PARK UPDATE

The Chair explained that the Sub-Committee had met informally at Alice Park to look

at designs for the skate park. As a result of that meeting officers have been requested to arrange a meeting with the company that is designing the skate park on behalf of the Council to discuss ways in which the design could be refined.

Cllr Appleyard reported that he had now met with the designers and an officer and had further discussed the size and location of the skate park. It was now proposed that the petanque court would remain in its current position and that the skate park would “dog-leg” within the area of the trees. Landscaping could also be provided to improve the appearance of the facility. It was anticipated that the project would be delivered by the end of March 2018.

Members then discussed the following issues:

- Canvas, the designers, would consult with the user group and others as necessary. They would also take into consideration ways to decrease the noise generated by skate park users, such as a more sunken design and bunding around the outside of the structure.
- Michael Hewitt, Legal Services Manager, explained that the Trust would need to agree for the Council to lease the land for the use of a skate park. The Council would then construct the facility within the funding envelope available and provide maintenance as necessary.
- Cllr Appleyard explained that the original design had been scaled back having considered concerns expressed by local residents.
- Members noted that the original design had been very large and welcomed the smaller footprint. Paul Hooper still had concerns about the location as this area was often used for picnics and other park activities. He also stressed the need for a contingency fund for the project and a full risk assessment.
- Cllr Ward acknowledged that it was important to balance the requirements of some local residents for a skate park alongside the concerns of other residents about the effect it would have on the park as a whole. He felt that the skate park should not be too big and should not dominate. He was also keen to ensure that other park improvements take place. The recent survey carried out by Tony Hickman at the café had shown that park users wanted a number of other improvements and facilities. He hoped that there would be some remaining funding left for this purpose.
- Cllr Patterson did not agree with the proposal to scale back the size of the skate park as she felt it would not be challenging enough which could lead to it not being fit for purpose. She also had concerns regarding leaves from the trees falling onto the skate park.
- It was noted that planning permission for the skate park was not required as the work could be carried out under permitted development rights.

Cllr Ward then moved a motion which was seconded by Cllr Norton.

Following further discussion and minor amendments to the motion, in order to

speedily resolve the skate park issue and bring forward the possibility of early construction, it was RESOLVED unanimously:

- (1) That a final design be proposed which shall comply with the eight points below and that a public consultation be held in order to take into consideration in full the views of park users and local residents. With consideration of the Conveyance between Herbert Montgomerie McVicar and the Trustees of Alice Park, the Trustees agree to construction of a skate park on the following basis:
 - (a) It shall be of a size more proportionate (i.e. approximately 50% of the size of the original design) to the size of the park so that it shall in no way dominate the park or detract from the enjoyment of other park users and neighbouring residential occupiers.
 - (b) It will be designed for starter skate boarders in mind.
 - (c) It will be designed for maximum possible noise attenuation within the available budget.
 - (d) No trees will be cut, trimmed or removed for its construction. The Boules area will not be removed or relocated.
 - (e) A contribution of the allocated fund (as set out in resolution 2 below) will be gifted to the Trustees of the park for improvements in playground equipment.
 - (f) B&NES Council will oversee the construction and ensure that the Trustees' requirements are met with their costs met by the funds allocated.
 - (g) B&NES Council will be responsible for the regular safety inspection, maintenance and cleaning of the skate park through its whole life. Should it become dilapidated or neglected, the Council will be responsible for the cost of its removal and for the reinstatement of the ground.
 - (h) There will be suitable and sufficient screening and planting incorporated into the design as necessary.
- (2) The Group Manager, Neighbourhood Environmental Services, be requested to seek approval to add to the Cabinet forward plan, a request for the Cabinet Members to release the £97k provisional capital funding for the sole purpose of building a skate park in Alice Park and to allocate any remaining funds to be spend on wider park improvements. The funds to be spent in the 2017/18 financial year.

9 ALICE PARK TRUST STATEMENT OF ACCOUNTS 2016/17

The Sub-Committee considered a report which set out the Statement of Accounts for Alice Park Trust and the Annual Report for the year ending 31 March 2017.

It was noted that the expenditure incurred for the Alice Park Trust in 2016/17 was £35,486 which was offset by income of £23,583 and a donation from B&NES Council of £11,903.

Members noted that there was a deficit which had been met by the grant from the Council and also that £8k of the income specified had come from compound interest which was a one-off payment. It was noted that this could signify problems in the future if the Trust was not able to generate sufficient income. Members also felt that the income from events was currently low.

The Group Accountant agreed to send further details regarding restricted and unrestricted income streams to Sub-Committee members.

RESOLVED to:

- (1) Agree and sign the financial statements of the Alice Park Trust for the year ending 31 March 2017 and to submit the accounts to the Charity Commission.
- (2) To agree and sign the annual report for the Alice Park Trust for the year ending 31 March 2017 and to submit the report to the Charity Commission.

10 CHARGES FOR EVENTS HELD IN ALICE PARK

The Sub-Committee noted information setting out Council fees for land hire for events in parks and open spaces from 1 April 2017.

One event had been held in Alice Park this year:

Larkhall Festival - £380 (charity rate for 2 days)

The Trust had received income of £760 from events so far this year.

Members felt that there was a need for a more transparent process for dealing with events held in the park. The process for logging and charging for events did not seem to be very clear.

It was noted that the Sub-Committee had previously agreed to use the Council's events team to organise events within the park but that they could make different arrangements in the future if they wished.

Paul Hooper pointed out that a number of organisations use the park for activities such as keep fit and dance clubs. It was felt that these types of activities should be formalised.

Sujata McNab stated that the Trust should receive regular information regarding events held and the income generated.

Cllr Appleyard expressed concern at the £75 admin fee charged by the Council's events team as there was a need to generate more activities within the park and this could be prohibitive to smaller community events. Mark Cassidy explained that prices had increased last year and this had no effect on the number of events held.

11 **PEST CONTROL**

Mark Cassidy reported that the Pest Control Team had visited the park to deal with a rat problem and that this had cost £162 + VAT. The charge for 4 visits per year by the Pest Control Team would be £466 + VAT.

The meeting ended at 5.50 pm

Chair

Date Confirmed and Signed

Prepared by Democratic Services