

# Alice Park Trust Sub-Committee

**Date: Monday, 5th February, 2018**

**Time: 4.00 pm**

**Venue: Aix en Provence Room - Guildhall, Bath**

Councillor Rob Appleyard

Councillor Michael Norton

Councillor Geoff Ward (Chair)

Co-opted members non-voting: Councillor Lin Patterson (Bath and North East Somerset Council), Paul Hooper (Independent) and Sujata McNab (Independent)

Chief Executive and other appropriate officers

Press and Public



**Marie Todd**

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## NOTES:

1. **Inspection of Papers:** Papers are available for inspection as follows:

Council's website: <https://democracy.bathnes.gov.uk/ieDocHome.aspx?bcr=1>

Paper copies are available for inspection at the **Public Access points:-** Reception: Civic Centre - Keynsham, Guildhall - Bath, The Hollies - Midsomer Norton. Bath Central and Midsomer Norton public libraries.

2. **Details of decisions taken at this meeting** can be found in the minutes which will be circulated with the agenda for the next meeting. In the meantime, details can be obtained by contacting as above.

3. **Recording at Meetings:-**

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

To comply with the Data Protection Act 1998, we require the consent of parents or guardians before filming children or young people. For more information, please speak to the camera operator.

The Council will broadcast the images and sound live via the internet [www.bathnes.gov.uk/webcast](http://www.bathnes.gov.uk/webcast) The Council may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

4. **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. They may also ask a question to which a written answer will be given. **Advance notice is required not less than two full working days before the meeting. This means that for meetings held on Thursdays notice must be received in Democratic Services by 5.00pm the previous Monday.** Further details of the scheme:

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=12942>

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

6. **Supplementary information for meetings**

Additional information and Protocols and procedures relating to meetings

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13505>

### Decision Making Powers of the Sub-Committee:

1. To discharge the Council's role as Corporate Trustee for the Alice Park Trust, in line with Charities Commission guidance. The objects of the Alice Park Trust are for use as a public park and children's recreation ground.
2. To agree the Trust's annual budget and business plan.
3. To approve the use of any reserves.
4. To agree the Trust's annual accounts.
5. To receive and respond to the audit findings relating to the annual accounts.
6. To receive reports on the effective day to day management and financial performance of the Trust.
7. To allow interested parties to give their view on the performance and direction of the Trust.

**Alice Park Trust Sub-Committee - Monday, 5th February, 2018**

**at 4.00 pm in the Aix en Provence Room - Guildhall, Bath**

**A G E N D A**

1. WELCOME AND INTRODUCTIONS

2. ELECTION OF CHAIRMAN

3. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out on the Agenda.

4. APOLOGIES FOR ABSENCE AND SUBSTITUTION

5. 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 or a member of his staff before the meeting to expedite dealing with the item during the meeting.

6. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

The Chair will announce any items of urgent business accepted since the agenda was prepared under the Access to Information provisions.

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

8. MINUTES OF THE PREVIOUS MEETING (Pages 7 - 14)

To confirm the minutes of the meeting held on 30 October 2017.

9. UPDATE ON ACTIVITIES REGARDING ALICE PARK

The Chair will give an update on activities that have taken place regarding Alice Park since the last meeting.

10. SKATE PARK DESIGN AND LEASEHOLD ARRANGEMENTS (Pages 15 - 22)

To consider a report by the Team Manager, Parks and Bereavement Services, regarding the proposed installation of a skatepark in Alice Park.

11. FEES AND CHARGES UPDATE (Pages 23 - 28)

To consider a report by the Team Manager, Parks and Bereavement Services. The Sub-Committee is asked to agree the charging policy and rates for events in Alice Park for 2018/19 to ensure a consistent approach and maximisation of income to the Trust.

12. ALICE PARK INVESTMENTS (Pages 29 - 36)

To consider a report by the Group Accountant requesting the Sub-Committee to review all financial investments held on behalf of the Alice Park Trust and to decide how those that have expired should be invested.

13. FORWARD WORK PLAN (Pages 37 - 38)

To consider the forward work plan for the Alice Park Trust Sub-Committee and to amend as necessary.

14. FUTURE MEETING DATES

To consider setting meeting dates for the remainder of 2018 as follows:

Monday 4, 11, 18 or 25 June 2018

Monday 8, 15, 22 or 29 October 2018

The Committee Administrator for this meeting is Marie Todd who can be contacted on 01225 394414.