

# Alice Park Trust Sub-Committee

**Date: Wednesday, 22nd January, 2020**

**Time: 4.00 pm**

**Venue: Brunswick Room - Guildhall, Bath**

Councillor Rob Appleyard (Chair)

Councillor Paul Myers

Councillor Joanna Wright

Co-opted members non-voting: Graham Page (Independent)

Chief Executive and other appropriate officers

Press and Public



**Marie Todd**

**Democratic Services**

Lewis House, Manvers Street, Bath, BA1 1JG

Telephone: 01225 394414

Web-site - <http://www.bathnes.gov.uk>

E-mail: [Democratic\\_Services@bathnes.gov.uk](mailto:Democratic_Services@bathnes.gov.uk)

## 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 Guildhall - Bath.

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. We request that those filming/recording meetings avoid filming public seating areas, children, vulnerable people etc; however, the Council cannot guarantee this will happen.

The Council will broadcast the images and sounds 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 - Wednesday, 22nd January, 2020**

**at 4.00 pm in the Brunswick Room - Guildhall, Bath**

**A G E N D A**

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

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

3. APOLOGIES FOR ABSENCE AND SUBSTITUTION

4. 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.

5. 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.

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

7. MINUTES OF THE MEETING HELD ON 23 DECEMBER 2019 (Pages 7 - 10)

To confirm and sign the minutes of the meeting held on 23 December 2019.

8. ACCOUNTS AND ANNUAL REPORT 2019/20 (Pages 11 - 26)

The Sub-Committee is asked to:

- Agree and sign the financial statements of the Alice Park Trust for the year ending 31 March 2019 and to approve their submission to the Charity Commission.
- Agree and sign the annual report for the Alice Park Trust for the year ending 31 March 2019 and to approve its submission to the Charity Commission.

9. ALICE PARK TRUST BUDGET (Pages 27 - 30)

The purpose of this report is to update the Alice Park Trust Sub-Committee on the 2019/20 budgets and current year financial position.

The report also raises considerations for the 2020/21 budget.

10. EVENTS IN ALICE PARK - POLICY AND APPLICATION FORM (Pages 31 - 52)

To consider a draft events policy and application form to be used by the Trust. This has been prepared by Graham Page, Independent Member of the Sub-Committee.

11. REQUEST FOR MULTI-USE BALL WALL

Cllr Rob Appleyard will report on this request.

12. MESH NET REPLACEMENT

To note that the Chair has approved the replacement of a cargo net on the climbing frame in Alice Park at a cost of £1,471 plus VAT. The net had to be replaced urgently due to disrepair and subsequent safety implications.

13. ALICE PARK PUBLIC CONVENIENCES (Pages 53 - 56)

The report sets out the contractual arrangements currently in place for the provision of public conveniences at Alice Park.

14. ALICE PARK CAFE LEASE (Pages 57 - 58)

The purpose of this report is to advise the Sub-Committee about the following issues:

- Summary of existing terms of the café lease.

- Advice on actions which need to be taken with regard to the lease and options which need to be considered before the termination date of the lease.
- Considerations regarding the lease end and occupation going forward.

15. DATE OF NEXT MEETING

To consider the date of the next meeting.

16. EXCLUSION OF THE PUBLIC

The Sub-Committee is invited to pass the following resolution:

Having been satisfied that the public interest would be better served by not disclosing relevant information, the Sub-Committee, in accordance with the provisions of Section 100(A)(4) of the Local Government Act 1972, **RESOLVES** that the public shall be excluded from the meeting for agenda items 17 and 18, and that the reporting of that part of the meeting shall be prevented under Section 100A(5A), because of the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act, as amended.

17. ALICE PARK PUBLIC CONVENIENCES - EXEMPT APPENDIX (Pages 59 - 62)

18. ALICE PARK CAFE LEASE - EXEMPT APPENDIX (Pages 63 - 68)

To consider a confidential advisory note prepared by officers regarding the lease for the Alice Park Café.

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