

Alice Park Trust Sub-Committee

Date: Monday, 13th December, 2021

Time: 10.30 am

Venue: Brunswick Room - Guildhall, Bath

Councillor Rob Appleyard (Chair)

Councillor Sally Davis

Councillor Joanna Wright

Co-opted members non-voting: Holly Dabbs and Bill Shaw (Independent Member)

Chief Executive and other appropriate officers

Press and Public



Marie Todd

Democratic Services

Lewis House, Manvers Street, Bath, BA1 1JG

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

E-mail: 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>

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. 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.

Advance notice is required not less than two full working days before the meeting. This means that for meetings held on Monday notice must be received in Democratic Services by 5.00pm the previous Wednesday.

Further details of the scheme can be found at:

<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.

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at 10.30 am 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 PREVIOUS MEETING (Pages 7 - 10)

To confirm the minutes of the meeting held on 16 September 2021.

8. CHAIR'S UPDATE

To receive an update from the Chair including:

- Friends of Alice Park proposal
- To consider Alice Park Trust becoming a member of 3SG

9. ALICE PARK ANNUAL REPORT AND STATEMENT OF ACCOUNTS 2020-21 (Pages 11 - 26)

To consider and approve the Statement of Accounts and Annual Report for the year ending 31 March 2021 for submission to the Charity Commission.

10. QUARTERLY BUDGET MONITORING REPORT (Pages 27 - 30)

To note and consider the quarterly budget and forecast report for the Alice Park Trust, including the recommendations laid out in Section 4.

11. SKATE PARK LOCATION (Pages 31 - 36)

The sub-committee is asked to approve the revised plan showing the location of the skatepark as set out in appendix 1 of the report.

12. UPDATE ON THE ALICE PARK PLAY AREA PROJECT (APPA)

To receive an update from members on the Alice Park Play Area Project workstreams:

- Public consultation and engagement - Joanna and Holly
- Finance and community giving - Rob and Bill
- Equipment sourcing and overall play area plan - Sally and Rob

13. ALICE PARK COMMUNITY GARDEN PROJECT (Pages 37 - 44)

To consider the attached correspondence from the Alice Park Community Garden Project and Alice Park Café.

14. DATE OF NEXT MEETING

To consider when the sub-committee next wishes to meet.

The Democratic Services Officer for this meeting is Marie Todd who can be contacted on 01225 394414.