

Alice Park Trust Sub-Committee

Date: Tuesday, 4th April, 2023

Time: 2.30 pm

Venue: Kaposvar Room - Guildhall, Bath

Councillor Rob Appleyard
Councillor Sally Davis
Councillor Mark Roper
Councillor Joanna Wright
Co-opted members non-voting: Mary LaTrobe-Bateman

Chief Executive and other appropriate officers
Press and Public



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. 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 Thursdays notice must be received in Democratic Services by 5.00pm the previous Monday.

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.

Alice Park Trust Sub-Committee - Tuesday, 4th April, 2023

at 2.30 pm in the Kaposvar Room - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Democratic Services Officer 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 4.4 Appendix 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 STATEMENTS, PETITIONS OR QUESTIONS

7. MINUTES OF THE PREVIOUS MEETING (Pages 7 - 10)

To confirm the minutes of the meeting of 2 February 2023 as a correct record for signing by the Chair.

8. CHAIR'S UPDATE

9. UPDATE FROM THE ALICE PARK PLAY AREA (APPA) PROJECT STRANDS

The Democratic Services Officer for this meeting is Corrina Haskins who can be contacted on 01225 394357.

ALICE PARK TRUST SUB-COMMITTEE

Minutes of the Meeting held

Thursday, 2nd February, 2023, 2.30 pm

Councillor Rob Appleyard	- Bath and North East Somerset Council
Councillor Sally Davis	- Bath and North East Somerset Council
Councillor Mark Roper	- Bath and North East Somerset Council
Councillor Joanna Wright	- Bath and North East Somerset Council

45 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

46 EMERGENCY EVACUATION PROCEDURE

The Democratic Services Officer read out the emergency evacuation procedure.

47 APOLOGIES FOR ABSENCE AND SUBSTITUTION

Apologies for absence were received from Mary LaTrobe Bateman.

48 DECLARATIONS OF INTEREST

There were no declarations of interest.

49 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

None.

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

There were no items from the public.

51 MINUTES OF THE MEETING OF 8 DECEMBER 2022

RESOLVED that the minutes of the meeting held on 8 December 2022 be confirmed and signed as a correct record and signed by the Chair subject to an amendment to record Cllr Joanna Wright as submitting her apologies for absence.

52 CHAIR'S UPDATE

The Chair reported that the following requests had been received to hire the park for events:

1. A request had been received from London and Country Mortgages Limited about holding an event in the park. The company would be providing more information, but the event would not impact on the public use of the park.

2. There had been a tentative approach about holding a Children's Funday which was considered acceptable as long as the conditions of hire were met.

53 CAFE LEASE

The Chair drew attention to the following:

1. In 2020, the café leaseholder had been given a 7-year lease by the Trust following advice from legal officers that 7 years was the longest term that should be given for legal reasons.
2. The leaseholder, following consultation with the Trust, had tidied up an area outside the footprint of the café to use as a performance area to which a fee would derive and installed an oak beam structure to enhance the customer seating area.
3. The leaseholder was now proposing to mirror the oak beam cover on the area attached to the café at his own expense and had asked the Trust to consider awarding a new 7-year lease, on surrender of existing lease, to give him additional security in getting a return on his investment.
4. The Chair recommended that the Trust recognise the investment of the leaseholder and the increase in footprint and award a new 7-year lease on surrender of the existing lease with no increase in the current rent and no changes to the review and rent increase criteria.

In response to questions, the Chair confirmed that the increase in the percentage of the footprint amounted to approximately 5% and that the access to the play area would not be affected.

The Legal Officer advised Trust Members that they needed to be satisfied that the proposal did not undermine the charitable purposes of the Trust and that the prescribed process should be followed involving the Council's Property Services officers.

Cllr Sally Davis proposed the Chair's recommendation that a new 7-year lease be awarded to the café proprietor. This was seconded by Cllr Mark Roper and on being put to the vote was CARRIED.

RESOLVED that the café proprietor be awarded a new 7-year lease on surrender of the existing lease, with no increase in the current rent and no changes to the review and rent increase criteria, to recognise the investment in the structure of the café and increase in the footprint of the area.

54 UPDATE FROM THE APPA (PLAY AREA) PROJECT STRANDS

(1) Procurement

Cllr Sally Davis confirmed that she and Cllr Joanna Wright had provided all the necessary information to the appropriate Parks and Procurement officers, and a meeting had been arranged for 22 February to discuss how to take the project forward.

In discussing the type of play equipment, the following comments were raised:

1. Community Grant providers would be looking for play equipment to be inclusive.

2. A local Headteacher had advised against a big piece of play equipment in favour of a variety of smaller pieces of equipment.

(2) Finance

The Chair reminded Members that Community Infrastructure Funding was a possible funding route and that the next round of funding was due in April. He also proposed approaching the Council about funding as well as Bath Recreation Trust.

Cllr Joanna Wright suggested using the new notice board to publicise how the Trust was progressing the project. It was agreed that this should wait until after the meeting with officers on 22 February and the Chair undertook to draft some wording for circulation to members.

In response to a question from Cllr Mark Roper about a public appeal for money, it was agreed that this was important in terms of public ownership but should take place after other funding streams had been secured.

55 **ALICE PARK TRUST - 2022/23 BUDGET AND FORECAST QUARTER 3 FINANCIAL UPDATE**

RESOLVED that the report be noted.

The meeting ended at 2.54 pm

Chair

Date Confirmed and Signed

Prepared by Democratic Services

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