

Alice Park Trust Sub-Committee

Date: Friday, 6th September, 2024

Time: 10.30 am

Venue: Kaposvar Room - Guildhall, Bath

Councillor Deborah Collins

Councillor Oli Henman

Councillor Saskia Heijltjes

Councillor Samantha Kelly

Councillor Joanna Wright

Co-opted members non-voting: Mary LaTrobe-Bateman and Bryan Johnson

Chief Executive and other appropriate officers

Press and Public



Corrina Haskins

Democratic Services

Lewis House, Manvers Street, Bath, BA1 1JG

Telephone: 01225 394357

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

E-mail: Democratic_Services@bathnes.gov.uk

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 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 - Friday, 6th September, 2024

at 10.30 am 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 MEETING OF 20 JUNE 2024 (Pages 7 - 12)

To confirm the minutes as a correct record for signing by the Chair.

8. ALICE PARK OPERATING AND FINANCIAL MODEL

Report – to follow

9. COMPLAINT

To consider a complaint received by a member of the public in relation to the removal of bollards/motorised vehicles accessing Alice Park and the associated risks to

children using the park.

10. INSTALLATION OF BOLLARDS

11. CHILDREN CYCLING IN ALICE PARK

To note a concern from a member of the public about children cycling in no cycling area and the need for signage to be re-painted.

To receive an update on works carried out to the children's cycle path by Volker.

12. PETANQUE

To agree a fee and invoice the Grand Cru Petanque Club for the use of facilities at Alice Park.

13. REPLACEMENT BENCHES

14. ALICE PARK FLAGS

To update on costs for new flags.

15. YOUTH MUSIC FESTIVAL/ALICE PARK TREE TRAIL MAP LAUNCH- SUNDAY 8 SEPTEMBER

To receive an update on the Youth Music Festival/Alice Park Tree Trail Map Launch taking place on Sunday 8 September.

16. ALICE PARK PLAY AREA PROJECT

To receive an update on the Alice Park Play Area Project.

17. ALICE PARK PUBLIC CONVENIENCES

To receive an update in relation to Alice Park Public Conveniences.

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

This page is intentionally left blank

ALICE PARK TRUST SUB-COMMITTEE**Minutes of the Meeting held**

Thursday, 20th June, 2024, 12.00 pm

Councillor Dave Harding	- Bath and North East Somerset Council
Councillor Oli Henman	- Bath and North East Somerset Council
Councillor Saskia Heijltjes	- Bath and North East Somerset Council
Councillor Joanna Wright (Chair)	- Bath and North East Somerset Council
Bryan Johnson	- Independent Member

1 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

2 APOLOGIES FOR ABSENCE AND SUBSTITUTION

Apologies for absence were received from Cllr Deborah Collins and Mary LaTrobe Bateman. Cllr Dave Harding was in attendance as substitute for Cllr Deborah Collins.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There were no urgent items.

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

There were no items from the public.

6 MINUTES OF THE MEETING OF 18 APRIL 2024

RESOLVED that the minutes of the Alice Park Trust Sub-Committee of 18 April 2024 be confirmed as a correct record for signing by the Chair.

7 EVENTS**1. Alice Park Café Bookings**

The Chair reported that the café proprietor, Tony Hickman was looking for the approval of the Trust to advertise for events in view of the fact that some of the events would require the approval of the Trust. It was suggested that the adverts include a mention that there would be additional costs associated with larger and corporate events.

RESOLVED that approval be given to Alice Park Café to advertise events subject to mentioning the additional costs for larger/corporate events.

2. Young Persons Music Event in September

The Chair reported that at the recent Larkhall Festival, young people had been involved in playing music and she had been speaking with the café proprietor about holding a music event specifically for people under 25 to bring young people into the park in a safe way and use the event to bring in other organisations such as Project 28 and Off the Record. She suggested that this could be an afternoon/evening event in September and confirmed that the Council Events Team would be requested to help with input from the Safety Advisory Group.

The Sub-Committee supported the proposal and suggested that schools also be included in the event.

RESOLVED that a young people's music event be held in Alice Park in September.

3. Corporate Event Update

The Chair reported back on the Corporate Event held by L&C Mortgages on 6 June. She confirmed that the event had been better managed than the previous year and had only received 2 letters of complaint and she thanked the Council's Events Team for all their work in supporting the event which had raised a lot of money for the Trust as well as supporting 4 sessions for children run by Bath Area Play Project.

Cllr Saskia Heijltjes confirmed that the nursery had given feedback that they had appreciated the music not starting until after 5pm but had been concerned about the use of cars within the park.

It was suggested that future event organisers would be reminded to comply with risk assessments which would include stewards to ensure cars were not brought into the park.

It was confirmed that there were no issues of litter being left behind after the event.

4. Health and Safety at Events

The Chair raised a concern that at the recent Larkhall Festival, some cars had been parked within the park and were driven out during the event creating a hazard to park users, particularly young children. She suggested that the Trust may need to consider closing the car park to the public for future events. The Council's Events Officer agreed that this was an acceptable approach, she recommended that the car park could be in use for the team organising the event and users be encouraged to attend using public transport/active travel. It was noted that this could be achieved by barriers/stewards rather than locking gates. In response to a question about procuring barriers, it was suggested that Volker may be able to assist.

5. Policy on Charity Stands using Alice Park

The Chair reported that there had been a few requests from charities wishing to use the park to promote their work and suggested a charge of £30 which would be agreed without going through the Council's Events Team. Cllr Oli Henman asked that these requests continue to be circulated to members of the Sub-Committee to keep them in the loop.

In response to a question about B&NES policy on this type of use, the Council's Events Officer stated that promotional pitches would be subject to licensing regulations and if charities brought their own infrastructure, the Council would make sure they had undertaken a risk assessment and had public liability insurance. She recommended that any gazebo would need to be weighted and suggested that the Trust/café may wish to buy one which could be hired out to users.

Bryan Johnson asked if the café proprietor, Tony Hickman be requested to consider purchasing a branded/plain weighted gazebo which could be hired out.

8 **RENOVATION OF FLAG AND POLE**

The Chair drew attention to the representation from a local resident which had been circulated with the agenda papers requesting the renovation of the flag and flag pole.

The Parks Manager advised that a flag pole was required should the Trust consider applying for "Green Flag" status. The Sub-Committee discussed the use of the flag pole and suggested that different flags could be used to tie in with different events.

In view of the current position where the Trust did not have a budget, the Chair undertook to look at finding a solution to improve the rope for approximately £50 subject to the approval of the Sub-Committee. This was agreed.

RESOLVED that Cllr Joanna Wright look at options for improving the rope at a cost of approximately £50.

9 **BATH URBAN TREESCAPE**

The Chair reported that she had been working with Mary LaTrobe Bateman and representatives from Bath Urban Treescape to develop the project within Alice Park. She updated that:

1. Two maps would be designed one for children and one for adults and she would circulate the final designs to the Sub-Committee. Five thousand maps would be produced, and a number would be kept within the café.
2. Bath Urban Treescape had requested £300 for the maps, and she had applied for funding of £500 from the Mayor's Office to create a Beppu walk in Alice Park using the cherry trees which would integrate the work of the chartered trustees and links with Beppu.

3. There had been an event held to coincide with Larkhall Festival where members of the public were encouraged to vote for their favourite tree in Alice Park.

10 **PROPOSAL TO IMPROVE ALICE PARK CYCLEWAY**

The Chair reported that Volker, the Council's highways contractor, had recently entered a partnership with the Road Safety Team to work on potential initiatives involving road safety and was interested in developing the existing 'road scenario' in Alice Park. She confirmed that she would be meeting Volker to discuss the proposals for improving the markings and the use miniature signs/beacons/traffic signals within the existing layout of the 'play road.'

The Sub-Committee welcomed the initiative and Cllr Saskia Heijltjes and Bryan Johnson stated that they would also be interested in attending the meeting.

11 **DAMAGE TO CHERRY TREES AND COST OF MITIGATION WORKS**

The Chair asked the Trust to reimburse her with £10 spent on emergency mitigation works following damage to the cherry trees due to vandalism. It was noted that there was the wider issue of whether the Trust should agree an annual budget with Bath and North East Somerset Council and the Chair was continuing to discuss the future management of the park with the Cabinet Member, Cllr Tim Ball and the Chief Operating Officer. She also reported that the Finance Officer would be bringing a recommendation on a short term solution to the next meeting of the Sub-Committee.

RESOLVED that the Cllr Joanna Wright be reimbursed with £10 on emergency mitigation works following damage to the cherry trees due to vandalism.

12 **ALICE PARK ACCOUNTS - HOW TO MANAGE PAYMENTS FOR USE OF PARK**

The Chair asked the Sub-Committee to request that Finance Officers look at a system which would allow Members to monitor payments to Alice Park Trust.

RESOLVED that Finance Officers look at a system which would allow Members to monitor payments to Alice Park Trust.

13 **USE OF FUNDRAISING PLATFORMS**

Bryan Johnson raised the following issues:

1. Could he recruit local residents to help with fundraising for the Alice Park play area project?
2. Could a fundraising platform be used?

The Sub-Committee agreed that any task group set up would need clear parameters, terms of reference and governance structure. In relation to whether a

fundraising platform could be used by the Trust, the Chair undertook to discuss this with the Council's Legal Officer.

RESOLVED that

- (1) Bryan Johnson draft parameters, terms of reference and a governance structure for a task group consisting of local residents to fund raise for the Alice Park play area project.
- (2) Cllr Joanna Wright seek a legal view on whether the Trust could use a fundraising platform.

14 **ALICE PARK PUBLIC CONVENIENCES**

The Chair referred to a recent incident where the toilets were blocked, and the café proprietor had paid a drainage company £151.20 to clear the blockage as the contractor had not been able to resolve the issue in a timely manner. It was noted that there seemed to be a problem in the process when incidents occurred during the weekend. The Sub-Committee agreed that Tony Hickman should be reimbursed for this expenditure.

The Sub-Committee agreed that there were outstanding concerns about the contract and asked Cllr Oli Henman to raise this with the Cabinet Member.

Bryan Johnson undertook to provide officers with a list of issues which he asked to be addressed to enable the Sub-Committee to make an informed decision about whether there was an alternative to the current arrangements.

RESOLVED that Tony Hickman be reimbursed for £151.20 paid to unblock the drains associated with Alice Park toilets.

15 **ALICE PARK PLAY AREA UPDATE/LEGACIES**

The Chair updated that she had spoken to Dbd play and a design would be prepared by Wednesday 26 June which she would share with the Sub-Committee. It was noted that a decision on CiL bids had been deferred due to the General Election.

It was agreed that a discussion on legacies be deferred for a future meeting when Mary LaTrobe Bateman was in attendance.

16 **ANY OTHER BUSINESS**

1. Re-location of planter on London Road

Cllr Oli Henman reported that there was a planter in his ward which needed relocating due to feedback from local residents and asked if there was any interest in it being positioned in Alice Park.

It was noted that it was a large planter that would need the assistance of the Highways team to relocate and also that it would need to be in a location where it could be guaranteed that the planter would be maintained.

It was suggested that it may be better located in an urban environment where there was less green space, but that the Trust was open to the suggestion of it being relocated to the park if a suitable location could be identified.

2. Corporate Parents

The Chair referred to the role of Councillors as corporate parents and stated that she would like to support care experienced children in finding a space within the park and this could include participation in an art project. The Trust supported this suggestion.

3. Filming of tennis courts

The Chair stated that she had misunderstood the recent request for filming in the tennis courts and that there was a need to improve the process in managing the use of the park.

17 **DATE OF NEXT MEETING**

RESOLVED that the next meeting be held on Friday 6 September 2024 at 10.30am.

The meeting ended at 1.20 pm

Chair

Date Confirmed and Signed

Prepared by Democratic Services