

Alice Park Trust Sub-Committee

Date: Thursday, 28th November, 2024

Time: 10.30 am

Venue: The Counting House 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

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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>

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 - Thursday, 28th November, 2024

at 10.30 am in the The Counting House 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/UPDATES AGREED BY THE CHAIR

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

7. MINUTES OF THE MEETING OF 6 SEPTEMBER 2024 (Pages 7 - 12)

8. UPDATE ON INSTALLATION OF BOLLARDS

To update on actions taken since the previous meeting in relation to the repair/installation of bollards.

9. FEEDBACK FROM YOUTH FESTIVAL 8 SEPTEMBER

To feedback from the Youth Festival which took place on 8 September.

10. ALICE PARK PLAY AREA PROJECT UPDATE

a. To sign off phase 1 of the Alice Park Play Area Project.

b. To sign off the grant agreement for Community Infrastructure Levy funding.

- c. To consideration a suggestion for a raffle to raise funds for the Play Area Project.

11. ALICE PARK PUBLIC CONVENIENCES UPDATE

12. EVENTS 2025

1. Marque in the Park Car Show - April
2. Alice in Wonderland - May

13. THE POETRY PROJECT AT ALICE PARK

14. ANY OTHER BUSINESS

15. EXCLUSION OF PRESS AND PUBLIC

The Sub-Committee is asked to consider passing the following resolution:

“the Sub-Committee having been satisfied that the public interest would be better served by not disclosing relevant information, 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 the following item(s) of business and the reporting of the meeting 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.”

16. 1 ALICE PARK COTTAGES - RENT REVIEW

17. ALICE PARK - TEA CHALET & PUBLIC CONVENIENCE LEASE AND OCCUPATION

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

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ALICE PARK TRUST SUB-COMMITTEE

Minutes of the Meeting held

Friday, 6th September, 2024, 10.30 am

Councillor Deborah Collins	- 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 Samantha Kelly	- Bath and North East Somerset Council
Councillor Joanna Wright	- Bath and North East Somerset Council
Bryan Johnson	- Independent, non-voting Member
Mary LaTrobe Bateman	- Independent, non-voting Member

18 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

19 EMERGENCY EVACUATION PROCEDURE

The Democratic Services Officer drew attention to the emergency evacuation procedure.

20 APOLOGIES FOR ABSENCE AND SUBSTITUTION

There were no apologies for absence or substitutions.

21 DECLARATIONS OF INTEREST

There were no declarations of interest.

22 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There was no urgent business.

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

There were no items from the public.

24 MINUTES OF THE MEETING OF 20 JUNE 2024

RESOLVED that the minutes of the meeting of 20 June 2024 be confirmed as a correct record for signing by the Chair.

25 ALICE PARK OPERATING AND FINANCIAL MODEL

It was noted that this item had been withdrawn from the agenda and would be considered at the next meeting of the Sub-Committee.

26 COMPLAINT

The Chair reported that she had received 3 complaints since last meeting, 2 of which related to vehicles accessing the park and the associated risks to park users, in particular young children and concerns about the removal of bollards preventing vehicular access. She confirmed that the third complaint related to cycling and would be discussed later in the meeting.

The Sub-Committee raised the following points:

1. There were instances of people sleeping in vehicles overnight in the car park.
2. The car park was private and part of Alice Park and could be repurposed for an alternative use in the future.
3. Officers had advised that it would be expensive to install a system to charge for parking. Asking for a voluntary donation towards the play park project was an option.
4. There needed to be a sign in the car park to advise users that they were using the car park at their own risk.
5. Some vehicles did need access to the park to provide services and maintenance, such as Council vehicles, Healthmatic and community garden/café deliveries.
6. Re-installing the bollards was a solution to controlling vehicular access. These would be controlled by a combination lock and the code shared with authorised users.
7. A barrier could be installed in the interim – the Chair undertook to ask Volker if the barriers being providing for the Youth Festival could be used until bollards had been reinstalled.

The installation of bollards would be considered under the next item.

RESOLVED that the complainants be informed that the Sub-Committee had considered their complaints and were investigating solutions to restrict vehicular access to the park.

27 INSTALLATION OF BOLLARDS

The Parks & Greenspaces Team Manager reported that he had passed on the request from the Trust to install bollards restricting vehicular access to Alice Park to the Council's Property Team, and they had responded with a quote of £2934.00 to install 4 bollards.

RESOLVED

1. Authority be delegated to the Chair and the Parks and Greenspaces Team Manager to agree a suitable location and secure the installation of 4 bollards.
2. Two signs be erected in the car park – one to ask for a voluntary contribution to the play project in return for free parking and one to advise users that they were using the car park at their own risk.
3. The Director of Place Management to provide more information about the rules about the use of a private car park.
4. An update report be provided for the next meeting.

28 CHILDREN CYCLING IN ALICE PARK

The Chair reported a complaint from a park user about children cycling on the path by the tennis courts. She confirmed that historically the path had been designated as a “no cycling” path and that the signage had faded over time.

The Sub-Committee raised the following points:

1. Members questioned whether there was a need for cycling to be prohibited on the path in view of the fact that it led to the cycling area where a lot of young children learnt to cycle.
2. The designated cycling area was signposted as a shared path, and it may be more appropriate for other paths in the park to be used in the same way to teach children about sharing space with other users.
3. It was noted that it was primarily under 10s who cycled within Alice Park and a lot of local people had learnt to cycle within the park as children. It was also noted that the park had been left in Trust as an area for children to play and that cycling met this objective.
4. Leafletting/signage to educate users about “sharing with care” was a way forward.
5. In the event of anti-social behaviour, this could be reported in the usual way.

RESOLVED that a future event be organised to celebrate children cycling in Alice Park and to promote positive messages about sharing space.

29 **PETANQUE**

The Chair asked for the views of the Sub-Committee on charging for the use of the Pétanque facilities and confirmed that the club had been requested to pay £150 for using the facilities in the previous year.

In response to a question about charges in Council run parks, the Parks & Greenspaces Team Manager confirmed that the situation was nuanced, and there was not a standard charge for the use of pétanque facilities.

RESOLVED that Bath Grand Cru Pétanque Club be charged £150 for the use of facilities at Alice Park and be requested to make a donation towards the play park project.

30 **REPLACEMENT BENCHES**

In response to a request for the Sub-Committee to be advised when benches were removed from the park, the Parks & Greenspaces Team Manager responded that previously, a play inspector would remove a bench on safety grounds, but this was no longer the case, and benches would no longer be removed from parks. He also reported that the Parks Team were moving towards an asset management system so that the monitoring of equipment would be more efficient in the future.

31 **ALICE PARK FLAGS**

The Chair updated that following the last meeting, the flag pole had been repaired and that a rainbow flag had been flown but this had been removed without consent and the incident had been reported to the police. She confirmed that the flag with the Alice Park logo was broken and the cost of replacing it would be £111.54. She

asked for the views of the Sub-Committee on whether money should be spent on replacement flags. It was noted that if there was a future ambition for green flag status, the park would need to fly a flag at all times, usually the green flag, but this could be replaced with alternative flags on certain occasions.

Bryan Johnson reported that he had been in contact with St Marks School to discuss the possibility of the school working with the park to design and print flags which students would take responsibility for flying at Alice Park. He asked the Sub-Committee if they supported him pursuing this as an opportunity and this was agreed.

RESOLVED that Bryan Johnson liaise with St Mark's School with a view to the school taking responsibility for designing, printing and flying flags at Alice Park.

32 **YOUTH MUSIC FESTIVAL/ALICE PARK TREE TRAIL MAP LAUNCH- SUNDAY 8 SEPTEMBER**

The Chair updated that the 2 new maps for the tree trail had now been printed and would be available in the café, Mayor's Parlour and at local shops in Larkhall. She thanked Mary LaTrobe Bateman for her work on the project alongside the Bathscape Urban Treescape Team and the Parks Team. She confirmed that the trails would be launched on Sunday 8 September at 3pm by the Bath Mayor and that there would be a commemorative plaque by the cherry tree avenue, highlighting the connection between the city of Bath and the Japanese city of Beppu.

The Chair also confirmed that the Youth Festival would be taking place in the park on Sunday 8 September, with a full line up of young performers between 12 – 5pm, stalls run by young people selling products as well as information stalls for young people and their families. She thanked the café staff for their help in organising the event and confirmed that it was a free event for the local community which would not raise any money for the Trust and that there would be a review of the event which would be reported back to the next meeting.

The Sub-Committee welcomed the update and thanked all those involved in the events taking place on Sunday.

33 **ALICE PARK PLAY AREA PROJECT**

The Chair updated as follows:

1. There were proposals from 2 companies in relation to designing and installing the new play equipment and the Sub-Committee was asked to agree which company should take the project forward.
2. The Trust did not have to through a procurement process to select a company.
3. Confirmation was being sought on whether the Trust would need to pay VAT.
4. £75k had already been secured via Community Infrastructure Levy (CiL) funding.
5. A leaflet about the project had been printed and this would be circulated at the event taking place on Sunday. Buckets had also been purchased to collect donations.

RESOLVED

1. That DBD Play be selected as the company to take the Alice Park Play Area Project forward.
2. That Cllr Joanna Wright and Bryan Johnson be delegated authority to take

- forward the fundraising initiative.
3. That the Parks & Greenspaces Team Manager be kept updated and invited to attend a meeting with DBD Play.

34 ALICE PARK PUBLIC CONVENIENCES

The Waste Strategy & Project Delivery Manager circulated responses to the questions raised at the previous meeting and gave a further update as follows:

1. Work was being carried out by Property Services to map the drainage following incidents of the toilets being blocked. Healthmatic had been advised to channel any further issues/complaints about drainage to the Property Services Helpdesk.
2. There had been overall improvements in the service, and the toilet doors had been painted.

The Sub-Committee requested a further update at the next meeting in relation to the drainage issues.

Any Other Business

1. Spreadsheet

The Chair reported that she and the Senior Finance Manager had agreed a system for dealing with requests to use the park/information about payments which could be shared with the Sub-Committee.

2. Independent Remuneration Panel

The Chair reported that she had been invited to attend the Independent Remuneration Panel on Monday 9 September in her role as Chair and would share the questions she had received in advance with the Sub-Committee.

3. Bins and Recycling

The Chair stressed the need to look at the location of bins and the provision of better recycling facilities within the park. The Parks & Greenspaces Team Manager undertook to feed this back to the appropriate officer.

The meeting ended at 11.59 am

Chair

Date Confirmed and Signed

Prepared by Democratic Services

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