

ALICE PARK TRUST SUB-COMMITTEE

Minutes of the Meeting held

Thursday, 23rd January, 2025, 10.00 am

Councillor Alex Beaumont	- Bath and North East Somerset Council
Councillor Deborah Collins	- 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
Mary LaTrobe-Bateman	- Independent co-opted member

52 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

53 EMERGENCY EVACUATION PROCEDURE

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

54 APOLOGIES FOR ABSENCE AND SUBSTITUTION

Apologies for absence were received from Cllr Oli Henson and Cllr Alex Beaumont was in attendance as substitute. Apologies were also received from Bryan Johnson.

55 DECLARATIONS OF INTEREST

There were no declarations of interest.

56 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There was no urgent business.

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

There were no items from the public.

58 MINUTES OF THE MEETING OF 28 NOVEMBER 2024

RESOLVED that the minutes of the meeting of 28 November 2024 be confirmed as a correct record for signing by the Chair.

59 ALICE PARK TRUST SUB-COMMITTEE - ACCOUNTS AND ANNUAL REPORT FOR YEAR ENDING 31 MARCH 2024

The Senior Finance officer introduced the report and drew attention to the following

points:

1. Alice Park Trust was required to submit accounts and an annual report to the Charity Commission by the deadline of 31 January.
2. The papers included an independent examination by Audit West.
3. The details contained historic information relating to the year 2023-24. This was due to the timing for submission to the Charity Commission. The Sub-Committee had previously received this information earlier in the financial year.

He asked the Sub-Committee to approve the accounts and annual report for sign off by the Chair.

In response to questions from the Sub-Committee, it was noted:

1. There was an intention to replace the sand in the play area in the 24-25 financial year, but this wouldn't happen due to the replacement of the play area.
2. The majority of increased expenditure was linked to inflationary increases.

Following a discussion about the complex governance arrangements for Alice Park and the high level of work for both members and officers, it was agreed that a meeting be arranged for late February with the Cabinet Member for Neighbourhood Services/Chair of the Charitable Trust Board, Alice Park Trust Sub-Committee members and appropriate officers to discuss financial arrangements and governance.

The following comments were made by Members:

1. It would be useful to have a financial update at every meeting.
2. There was an amendment to the annual report to list Mark Roper as Councillor during the time of his membership on the Sub-Committee.

RESOLVED that

- (1) the financial statements of Alice Park Trust for year ending 31st March 2024 be agreed, signed and submitted to the Charity Commission.
- (2) the annual report for Alice Park Trust year ending 31st March 2024 be agreed, signed and submitted to the Charity Commission.

60 **ALICE PARK TRUST – 2024-2025 FINANCIAL UPDATE – QUARTER 3**

The Senior Finance Officer outlined the latest position as at Quarter 3. He confirmed that the majority of expenditure related to the maintenance of the park such as the replacement bollards which had been agreed as an important investment on health and safety grounds.

In response to questions from Members, he confirmed:

1. Donations to the play area should be labelled as restricted reserves.
2. Changes to the service level agreements had been agreed at a previous meeting.
3. Tennis court income was in line with a business plan agreed a few years ago.
4. The accounts were produced based on receipts and expenditure, and so did not include donations in kind. These could be listed in the narrative section. It was agreed that the draft accounts and annual report could be brought to the Sub-Committee early so this information could be added.

The following donations in kind for the current financial year were suggested for inclusion in the future annual report:

1. Works by Volker to the layout of a car parking space/children's cycle path.
2. Donations from L&C Mortgages Ltd to Bath Area Play Project activities in the park.
3. Bench sponsorship.
4. Tree planting/plaque for cherry trees/Bath Urban Treescape leaflets.

RESOLVED that the report be noted.

The meeting ended at 10.44 am

Chair

Date Confirmed and Signed

Prepared by Democratic Services