

ALICE PARK TRUST SUB-COMMITTEE

Minutes of the Meeting held

Friday 16th January 2026, 11.00 am

Councillor Joanna Wright

Councillor Oli Henman

Councillor Saskia Heijltjes

Councillor Samantha Kelly

Mary LaTrobe-Bateman

Bryan Johnson

- Bath and North East Somerset Council
- Co-opted non-voting member
- Co-opted non-voting member

35 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

It was noted that Cllr Paul May had been appointed as a new member of the Sub-Committee (to replace Deborah Collins).

36 EMERGENCY EVACUATION PROCEDURE

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

37 APOLOGIES FOR ABSENCE AND SUBSTITUTION

Cllr Paul May had submitted his apologies.

38 DECLARATIONS OF INTEREST

There were no declarations of interest.

39 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There was no urgent business.

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

There were no items from the public.

41 MINUTES OF THE MEETING OF 19 SEPTEMBER 2025

RESOLVED that the minutes of the meeting held on 19 September 2025 be confirmed as a correct record for signing by the Chair.

42 ACCOUNTS AND ANNUAL REPORT FOR YEAR ENDING 31 MARCH 2025

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 2024-25. 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 and for any suggestions to include in the section on summary of main achievements.

He confirmed that the Community Infrastructure Levy (CiL) funding was not included as this was received in the 2025-26 financial year.

RESOLVED

1. The Statement of Accounts for Alice Park Trust be agreed and signed by the Chair.
2. The Annual Report for Alice Park Trust for year ending 31st March 2025 be agreed and signed by the Chair.

43 FINANCE UPDATE

The Senior Finance Officer introduced the report and confirmed that there was a forecast surplus of £5012 for this year and that any surplus would be held in reserve for future use. In response to questioning, it was confirmed that this money could be spent on the play park project if the Sub-Committee agreed to do so, although it would not be part of the ringfenced funds.

RESOLVED the report be noted.

44 ALICE PARK PLAY AREA PROJECT UPDATE

The Sub-Committee noted the following:

1. The outcome of the Community Infrastructure Levy (CiL) bid had not yet been announced. Securing this funding was the basis for further funding.
2. Once funding was available, the project was ready to be delivered.

In considering whether the piece of damaged equipment should be replaced in the interim, it was noted that this was located outside of the phase 2 works area and that the Council would be able to meet the cost of replacing the damaged equipment.

The Sub-Committee **RESOLVED** that the damaged equipment be replaced.

The Parks Manager asked the Sub-Committee for a view on whether Alice Park should be the location for some vintage steel animals which had previously been located in St Saviour's Little Park and had recently been repainted. It was **RESOLVED** that Alice Park be the location for the animals, subject to installation costs. There would be a further discussion to agree the exact location.

In response to questioning, the Parks Manager confirmed that the sand in the play area was topped up every 3 years and this was due to happen in the near future.

45 ALICE PARK PUBLIC CONVENIENCES UPDATE

The Operations Manager, Housing and Contract Services introduced the report.

The Sub-Committee agreed that it was useful to receive this data and would like to continue with the comparative year-on-year information.

In considering the signage reminding users to respect the facilities, it was **RESOLVED** that the following wording be used: "Believe it or not it costs £17,805 a year to keep these toilets open. Please respect them. Vandalism means less funding for other park improvements."

46 DEFIBRILLATOR UPDATE

Mary LaTrobe Bateman updated the Sub-Committee on progress in securing a defibrillator at Alice Park:

1. British Heart Foundation (BHF) had been very helpful and advised that as the Trust had applied for a grant, it was entitled to a reduction and could secure the defibrillator for £1,001 plus VAT.
2. There was a 7-week delay in delivery.
3. The café proprietor had agreed to take responsibility and had one trained member of staff.
4. BHF offered training for other staff and there was also an app that could be downloaded.
5. Once installed the defibrillator could be registered with the WebNos governance scheme.
6. The defibrillator was suitable for both children and adults.

The Sub-Committee noted that:

1. Healthmatic supported the installation of the defibrillator, and the cost of electricity was negligible.
2. The Trust would not need to pay VAT.
3. There was £1,000 available in the Cambridge ward councillor empowerment fund and Cllrs Heijltjes and Wright agreed that this money should be used for the purchase of a defibrillator.
4. Mary would send details to the Parks Manager with a view to facilitating the ordering of the defibrillator.

RESOLVED that a defibrillator be purchased for Alice Park with the cost being met by the Cambridge ward councillor empowerment fund (surplus costs to be met from Alice Park Trust).

47 TENNIS HUT AT ALICE PARK

The Chair reported that she had obtained keys to the tennis chalet and found that there were a number of items being stored by the tennis club and boules club. It was **RESOLVED** that any storage arrangements should be regularised and the Chair undertook to write to the two clubs to ask for an inventory of items being stored.

She also advised that a local resident had contacted her to advise that the chalet was of architectural interest as it was designed by architect Geoffrey Jellicoe and could be considered for listing. It was **RESOLVED** that the heritage potential of the chalet be investigated and the Chair and Mary LaTrobe Bateman would meet with the local resident.

48 **SHEFFIELD CYCLE STANDS**

The Director of Place Management confirmed that the cost of additional cycle stands would be met by the Council's cycle budget and could be implemented without cost to the Alice Park Trust. Cllrs Wright and Heijltjes undertook to identify appropriate locations and advise officers and the Sub-Committee accordingly.

49 **BAT SURVEY**

Following a consultation via email, it was formally **RESOLVED** that the Sub-Committee approve the request from Avon Bat Group to carry out an advanced Bat Survey in Alice Park in April 2026.

50 **EXCLUSION OF PRESS AND PUBLIC**

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, **RESOLVED** 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.

51 **FUN FAIR AT ALICE PARK**

The Sub-Committee considered a request to reduce fees for future fun fair events and noted that the Trust had already applied discretion, and the current charge was below the current rate for the Council's fees and charges for park events.

The Sub-Committee **RESOLVED** not to reduce the fee.

52 **UPDATE ON TEA CHALET LEASE**

The Senior Estates Surveyor updated the Sub-Committee on issues relating to the lease on the tea chalet.

The Sub-Committee **RESOLVED** that a course of action be agreed and communicated to the proprietor.

The meeting ended at 12.42 pm

Chair

Date Confirmed and Signed

Prepared by Democratic Services