

Alice Park Trust Sub-Committee

Date: Friday 16th January 2026

Time: 11.00 am

Venue: Kaposvar Room - Guildhall, Bath

Councillor Joanna Wright

Councillor Oli Henman

Councillor Saskia Heijltjes

Councillor Samantha Kelly

Councillor Paul May

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

Chief Executive and other appropriate officers

Press and Public



Corrina Haskins

Democratic Services

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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 16th January 2026

at 11.00 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 19 SEPTEMBER 2025 (Pages 9 - 14)

8. ACCOUNTS AND ANNUAL REPORT FOR YEAR ENDING 31 MARCH 2025 (Pages 15 - 30)

To agree the Statement of Accounts for Alice Park Trust and the Annual Report for Alice Park Trust for year ending 31st March 2025.

9. FINANCE UPDATE (Pages 31 - 34)

The Sub-Committee is requested to note and consider the report.

10. ALICE PARK PLAY AREA PROJECT UPDATE

1. To update on phase 2 of Alice Park Play Area Project.
2. To consider what action to take in relation to the damage to the existing wooden multi play equipment in the context of phase 2 works.

11. ALICE PARK PUBLIC CONVENIENCES UPDATE (Pages 35 - 42)

The Sub-Committee to consider the update report.

12. DEFIBRILLATOR UPDATE

To consider the installation of a defibrillator at Alice Park.

13. TENNIS HUT AT ALICE PARK

To consider arrangements for the use of the tennis hut.

14. SHEFFIELD CYCLE STANDS

To seek to secure additional cycle parking at Alice Park to meet demand through the provision of additional Sheffield stands.

15. BAT SURVEY

To note that the Trust has agreed to a request from Avon Bat Group to undertake advanced bat surveys in Alice Park during April 2026.

16. FUN FAIR AT ALICE PARK

To consider a request to review fees for a fun fair to use the park during the annual Park in the Dark event.

17. 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.”

18. UPDATE ON TEA CHALET LEASE

The Sub-Committee to receive an update on the lease arrangements for the tea chalet.

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

Friday 19th September 2025, 11.00 am

Councillor Joanna Wright
Councillor Oli Henman
Councillor Saskia Heijltjes
Councillor Samantha Kelly

- Bath and North East Somerset Council
- Bath and North East Somerset Council
- Bath and North East Somerset Council
- Bath and North East Somerset Council

19 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting. She reported that Deborah Collins had now resigned from the Council and there was currently a vacancy on the Sub-Committee. She thanked Deborah for her work as a member of the Sub-Committee.

20 EMERGENCY EVACUATION PROCEDURE

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

21 APOLOGIES FOR ABSENCE AND SUBSTITUTION

Apologies for absence were received from independent members Mary La Trobe Bateman and Bryan Johnson.

22 DECLARATIONS OF INTEREST

There were no declarations of interest.

23 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There were no urgent items.

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

Graham Page read a statement on behalf of responsible dog walkers at Alice Park:

There was an informal community of dog walkers who were keen to promote responsible dog walking behaviour at Alice Park.

The group met regularly and supported Alice Park café.

They encouraged positive interaction between dogs and children and would challenge any inappropriate behaviour by irresponsible owners. They would also pick up any dog mess left in the park by less responsible owners.

25 MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the meeting of 6 June 2025 be confirmed as a correct record for signing by the Chair.

26 **FINANCE UPDATE**

The Senior Finance Officer introduced the report and drew attention to the following:

1. The report provided the Sub-Committee with the current financial position.
2. He drew the Sub-Committee's attention to the forecast position as a lot of expenditure was around the service level agreement which would not be deducted until the end of the year.
3. At present the Trust was forecast to end the year with a £4,548 surplus. Any surplus at year-end would be taken to a reserve for future years' use.
4. He asked the Sub-Committee to know about any predicted expenditure at the earliest opportunity.

Cllr Henman welcomed the new grant arrangements which allowed more scope for planning ahead. The Senior Finance Manager responded that the arrangements still needed to be formalised by a Cabinet member decision, but it wasn't envisaged that there would be any deviation from the new arrangements.

In response to whether the SLA cost would be affected by the new children's play area, it was confirmed that the new area would still be the subject of regular inspections and costs had not been reassessed. It was noted that once the sandpit was in place (third phase) there would be costs involved in topping up the sand every 3 years.

The Sub-Committee **RESOLVED** to note the report.

27 **ALICE PARK PUBLIC CONVENIENCES UPDATE**

The Operations Manager reported that there had been 6 different faults reported, all of which had been rectified and that usage had increased from the same period in the previous year.

The Sub-Committee requested data to be provided at future meetings to enable members to monitor the usage on an ongoing basis.

The Chair reiterated her request for a sign on the door of the public conveniences to advise users of the cost to the Trust of providing the facilities and to request users to look after the facilities.

28 **ALICE PARK PLAY AREA PROJECT UPDATE**

The Chair reported that:

1. Phase 1 works had now been completed, and although there had been initial reservations about undertaking works during school holidays, the play area had been ready in time for use during the last 4 weeks of the holidays and had been welcomed by users.

2. There would be an official opening on Saturday 20 September after which the Council would put out a press release.
3. She reported that it had transformed the park and had increased footfall and thanked everyone for their support in delivering phase 1.
4. She advised that a few people had complained about the lack of gates to stop children leaving the area/dogs entering, however it was easier for people with buggies to enter and leave the play area.
5. In relation to phase 2, any suggestions of people/organisations who could help with fundraising were welcomed and asked to contact Cllr Wright/Bryan Johnson.
6. An application had been made for Community Infrastructure Funding.

The Sub-Committee raised the following comments

1. The open entrance was welcoming and was not dangerous as it opened out into the park and did not lead directly onto the road.
2. An easy opening gate could be an option in the future if considered necessary and could be added to the phase 2 works.
3. As the area had only been open for 6 weeks, It would be a good idea to review in 6 months' time to see if a gate was necessary.
4. Cllr Kelly offered to ask users for their views on the issue.

29 **BARBECUES AT ALICE PARK**

The Chair reported that there had been a small fire in the café area caused by a disposable barbecue and confirmed that barbecues were not allowed in Alice Park. She suggested there should be additional signage to advise people that barbecues were prohibited within the park.

The Senior Estates Surveyor advised that temporary flooring was currently in place and local people had started fundraising to support repairs.

30 **DOGS AT ALICE PARK**

The Chair reported she had received complaints about dogs fouling in the park and asked if it would be possible to put up more signs to remind dog walkers to keep their dogs under control and pick up after their dogs. The Service Manager - Parks and Open Spaces confirmed that it would be possible to put up additional signs and there were templates available to create this signage.

It was noted that there was a sufficient number of bins within the park to deposit dog mess including one near the exit. In response to a question on what steps could be taken if someone did not pick up dog mess, the Legal Adviser responded that there were options to enforce under byelaws or legislation such as the Anti-social Behaviour Crime and Policing Act 2014, but it was recommended to look at informal measures in the first instance.

It was agreed that the Service Manager - Parks and Open Spaces would look at the costs at providing additional signage and meet with the Chair in the park to discuss

the best locations. It was agreed that representatives of the dog walking community also be invited to meet on site.

31 TENNIS COURTS - REQUEST FOR TENNIS WALL AND SEATING

The Chair reported that there had been a request from users of the tennis court to provide a tennis wall in the courts, but she noted that the operation of the courts was contracted to another body.

It was agreed that the Chair contact the Head of Leisure and Physical Activity to clarify who was responsible for considering this request.

32 DEFIBRILLATOR

The Chair reported that Mary La Trobe Bateman had undertaken some research on securing a defibrillator for Alice Park from the British Heart Foundation and had been advised on the following options:

Option 1 - IPAD NFK 200 defibrillator & external cabinet - suitable for both adults and children and it includes either a locked or unlocked cabinet.
£1,000 plus VAT

Option 2 - ZOLL AED Plus defibrillator & external cabinet - suitable for both adults and children and it includes either a locked or unlocked cabinet. Low maintenance with pad life of up to 5 years.
£1,166.67 plus VAT

In relation to the proposed positioning near the public conveniences, the Operations Manager confirmed that the electric costs would be negligible. It was noted that the location needed to be secure and accessible for 24 hours a day.

The Director of Place Management confirmed that the Council was reducing its involvement in defibrillators in favour of community owned resources and that the Council had previously acquired defibrillators from the Community Heartbeat Trust.

The Sub-Committee agreed that further information needed to be provided before pursuing this:

1. Confirmation that the Alice Park Trust did not need to pay VAT.
2. How to pursue a community owned resource.

33 JULIAN HOUSE FUNDRAISING EVENTS AT ALICE PARK

The Sub-Committee considered the following two requests:

1. Saturday 13 December: 10am-12pm – Santa Run and Elf Ice Challenge

The Director of Place undertook to report back to the Chair by 25 September in relation to health and safety for park runs to allow a decision to be taken on whether to proceed with this request.

2. **Friday 5 March – Big Sleep Out**

The Sub-Committee agreed to support the Big Sleep Out and the Trust would waive the standard fee for holding events in Alice Park. However, it was noted that the charity would be charged a fee by the Council's Events Team to ensure health and safety compliance.

34 ANY OTHER BUSINESS

1. Sycamore Gap Sapling

The Chair reported that she was working with Cllr Paul May as Cabinet member for Children's Services with a view to organising an event to plant the sapling in celebration of children in care.

2. Skatepark

It was noted that there was still a problem with the skatepark retaining water that needed addressing and the Chair undertook to take this up with the Council's Programme Manager.

3. Cycle Stands

Cllr Heijltjes advised that she had not received a response to her question raised at the previous meeting on providing additional cycle stands and undertook to pursue this through the Director of Place Management.

4. Replacement Tree

The Chair reported that a tree had come down within the park and that she was discussing a replacement with a local resident.

The meeting ended at 12.15 pm

Chair

Date Confirmed and Signed

Prepared by Democratic Services

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Bath & North East Somerset Council	
MEETING/ DECISION MAKER:	Alice Park Trust Sub-Committee
MEETING/ DECISION DATE:	Friday 16th January 2026
TITLE:	Alice Park Trust Sub-Committee – Accounts and Annual Report for the year ending 31st March 2025
WARD:	Lambridge
AN OPEN PUBLIC ITEM	
List of attachments to this report: <ol style="list-style-type: none"> 1. Statement of Accounts to 31st March 2025 (Receipts and Payments account) 2. Trustees' Annual Report to 31st March 2025 3. Draft Independent Examiners Review 4. Charity Commission Reporting – Extract of Accounting Requirements 	

1 THE ISSUE

- 1.1 To agree the Statement of Accounts for Alice Park Trust for year ending 31st March 2025. (Appendix 1)
- 1.2 To agree the Annual Report for Alice Park Trust for year ending 31st March 2025. (Appendix 2)

2 RECOMMENDATIONS

- 2.1 Agree and sign the financial statements of Alice Park Trust for year ending 31st March 2025 and their submission to the Charity Commission.
- 2.2 Agree and sign the annual report for Alice Park Trust year ending 31st March 2025 and submission to the Charity Commission.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 Operating expenditure incurred for Alice Park Trust in 2024/25 was £45,751; this was offset by operating income of £24,575.
- 3.2 The operating deficit of £21,176 has been subsidised from the Bath & North East Somerset Council Park's revenue budget, to ensure the Trust operates on a

going concern basis. This is the same process that has been undertaken in previous years.

- 3.3 The Trust has received a total donation for £52,692 at year-end for its Play Project. This donation is being held in a ringfenced reserve until it is required to fund the project. This is excluded from the operating income referenced in paragraph 3.1 but is visible in the Trust's Accounts. This brings the total donations received by the Trust to £53,769 as at 31st March 2025.
- 3.4 Net Assets of the Trust are valued at a cost of £189,809. Net assets include investments held, land at Alice Park, car park, cottage number one, tea chalet and storage shed, public conveniences, tennis courts, garden shelter and play equipment.
- 3.5 The accounts for 2024/25 have been prepared by the Council's Finance team and have been independently examined by One West (appendix 3). The Independent Examination has concluded, and the Independent Examination Report will be signed once the Sub-Committee have approved the accounts.
- 3.6 The accounts (appendix 1) for the Trust are prepared on a cash basis, in line with reporting requirements and guidelines issued by the Charity Commission (appendix 4)
- 3.7 An annual report for the Trust has also been prepared for submission to the Charity Commission (appendix 2).
- 3.8 The park was open for public access throughout the year, including use of the tennis courts and tea chalet, and has been suitably maintained. The cottage property was let and the income used in the upkeep of the park.
- 3.9 All members of the Alice Park Trust Sub-Committee during the period April 1st 2024 to 31st March 2025 are listed in the Annual Return.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 The terms of reference of the Charitable Trust Board require it to receive an annual report from the Trust Sub-Committee after submitting any annual report to the Charity Commissioners.
- 4.2 The trustees, in making decisions surrounding the objectives and activities of the charity, have regard to the Charities Commission public benefit guidance when exercising any powers or duties to which the guidance is relevant.

5 RATIONALE

- 5.1 The Trust is required to sign off accounts and an annual report prior to submission to the Charities Commission every year.

6 OTHER OPTIONS CONSIDERED

- 6.1 None.

7 CONSULTATION

7.1 Delegates of the Council's Section 151 and Monitoring Officer have had opportunity to review and input into this report.

8 RISK MANAGEMENT

8.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision-making risk management guidance.

Contact person	Paul Webb, Senior Finance Manager paul_webb@bathnes.gov.uk
Background papers	None
Please contact the report author if you need to access this report in an alternative format	

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Alice Park Trust

No (if any)
304650

CC16a

Receipts and payments accounts

For the period
from

Period start date
01/04/2024

To

Period end date
31/03/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Rental Incomes	20,180		-	20,180	20,827
Tennis Court Income	-	-	-	-	232
Events Income	2,997	-	-	2,997	1,641
Investment Income		833	-	833	816
Other Income	565 #	-	-	565	470
Income - deficit subsidised by B&NES	21,176	-	-	21,176	17,658
B&NES Cllr Ward Empowerment Fund	-	-	-	-	1,660
Donations Received for Play Project	-	52,692	-	52,692	-
Sub total (Gross income for AR)	44,918	53,525	-	98,442	43,304
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,918	53,525	-	98,442	43,304
A3 Payments					
Grounds Maintenance SLA	18,369	-	-	18,369	12,002
Play Equipment SLA	2,591	-	-	2,591	9,098
Tree Management SLA	2,469	-	-	2,469	2,536
Public Convenience Maintenance	17,433	-	-	17,433	17,068
Other Property/Parks Maintenance	4,199	-	-	4,199	440
Other - Audit Fees	500	-	-	500	500
Other - Legal Fees	-	-	-	-	-
Other - Tree Planting	-	-	-	-	1,660
Other - Events Admin Fees	190	-	-	190	-
Sub total	45,751	-	-	45,751	43,304
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	45,751	-	-	45,751	43,304
Net of receipts/(payments)	- 833	53,525	-	52,692	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	1,077	-	1,077	-
Cash funds this year end	- 833	54,602	-	53,769	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Play Projection Donation	-	53,769	-
		-	-	-
		-	-	-
	Total cash funds	-	53,769	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Majedie Investments plc ordinary 10p shares	Restricted	-	687
	COIF charities deposit account 951170001C - 32911/05	Restricted	-	1,005
	COIF charities special range 965060001C - 32911/04	Restricted	-	4,880
	COIF charities special range 115410001C	Restricted	-	11,843
		-	-	
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Land at Alice Park	Unrestricted	54,000	-
	Property - cottage one	Unrestricted	33,000	-
	Tea Chalet & Storage	Unrestricted	4,000	-
	Car Park	Unrestricted	2,500	-
	Toilets - Land & Buildings	Unrestricted	27,000	-
	Tennis Courts	Unrestricted	18,750	-
	Garden Shelter	Unrestricted	14,250	-
	Play Equipment	Unrestricted	17,893	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2024		31	03	2025

Section A Reference and administration details

Charity name Alice Park Trust

Other names charity is known by Alice Park

Registered charity number (if any) 304650

Charity's principal address Bath and North East Somerset Council

Guildhall

High Street

Bath

Postcode

BA1 5AW

Names of the charity trustees who manage the charity

Bath & North East Somerset Council is the sole corporate trustee. This is administered through the Alice Park Trust sub-committee.

	Alice Park Trust sub-committee members	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Cllr Joanna Wright	Chair		
2	Cllr Saskia Heijltjes			
3	Cllr Alex Beaumont		Until 16 th May 2024	
4	Cllr Deborah Collins			
5	Cllr Oli Henman			
6	Cllr Samantha Kelly		From 27 th June 2024	
7	Bryan Johnson	Independent Member		
8	Mary LaTrobe Bateman	Independent Member		
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Bath & North East Somerset Council	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Conveyance & Charity Commission Scheme dated 17 December 1973
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	The Council is the sole corporate Trustee. This is administered by the Alice Park Trust Sub-Committee. Members of the Sub-Committee are appointed by the Charitable Trust Board and Independent Members are appointed following an approved selection process consisting of a public advertisement and formal interview.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Terms of Reference for the Sub-Committee is available on the Council's public website.

Summary of the objects of the charity set out in its governing document

The key object of the charity is that the Alice Park is to be used as a public park as a memorial to the wife of Herbert Montgomerie MacVicar of Batheaston.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees, in making decisions surrounding the objectives and activities of the charity, have regard to the Charities Commission public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The park was open for public access throughout the year, including use of the tea chalet, and has been suitably maintained. The cottage property was let and the income used in the upkeep of the Park.

The 6 tennis courts within the park are in use and run by Wesport, an organisation working in partnership with Bath and North East Somerset Council.

Alice Park Community Garden is actively supported by a group of volunteers ensuring a space for the benefit of the health and wellbeing of all the community, creating a rich addition to the park.

The Sub-Committee begun actively encouraging donations for a Play Project, primarily focussed on improving the play equipment in the park. Donations have been received to date, with more fundraising anticipated for the following year.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main
achievements of the charity
during the year**

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trust has continued with their fund-raising initiative to generate donations to improve play equipment in the park. These donations are specific to the project and as such are held in a ringfenced reserve.

At the point of requiring reserves, decisions on how they would be used would be taken by the sub-committee and as referenced in its Terms of Reference which can be found on the public B&NES website.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Alice Park Trust was funded through incomes raised through the activities of the charity and from contribution made by Bath & North East Somerset Council.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

--	--

Full name(s)

--	--

Position (eg Secretary, Chair, etc)

--	--

Date

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The Alice Park Trust 2024/25 Accounts – Independent Examiner’s Report

To confirm, I have:

- examined the accounts under section 145 of the 2011 Charities Act.
- followed the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act.
- stated whether particular matters have come to my attention.

Basis of my examiner’s report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept for Alice Park and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations concerning any such matters.

The objective of the review was to provide reasonable assurance that the financial statements were accurate and free from material misstatement. Reasonable assurance is a high level of assurance, but it does not guarantee detection of a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually, or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of these financial statements.

Independent examiner’s statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements have not been met. Those such requirements were as follows:

- to keep accounting records in accordance with section 130 of the 2011 Charities Act, and;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Charities Act.

From my examination of the records, it is my opinion that I can provide reasonable assurance that the Alice Park Trust financial statements are free from material misstatement.

NOTE: During my examination and through my liaison with those responsible for the maintaining the accounts of the Alice Park Trust I concluded the following:

1. Alice Park Trust has a gross income of less than £250,000 and is therefore entitled to prepare the accounts on a "Receipts and Payments" basis. Correspondence with the Charity Commission received in January 2021 provided confirmation for the basis of preparation.
2. Any deficit at year end is funded from the Council's general fund, which is reflected as income in the Trust's accounts.

Independent Examiner: Tariq Rahman (Audit Manager, IT and Finance)

Address of Independent Examiner:

Audit West, Bath & North East Somerset Council, Guildhall, Bath, BA1 5AW

Date accounts examined: 27/11/2025

Appendix four – Extract of accounting requirements per Charities Commission website.

4.1.2 Charities with a gross income of over £25,000 but not exceeding £250,000 in the relevant financial year (legal requirement)

Basis of preparation: accounts must be prepared either on the receipts and payments or the accruals basis; if on an accruals basis, they must be prepared in accordance with the 2008 Regulations and the applicable SORP. The commission provides packs for [receipts and payments](#) or [accrual accounting by non-company charities](#) which are available through GOV.UK. These provide a template to produce accounts in the required form.

External scrutiny: accounts must be subject to outside scrutiny but trustees may choose either independent examination or audit by a registered auditor, unless the charity's governing document stipulates one or the other. In exceptional circumstances, the commission has the power to require an audit.

Type of trustees' annual report: a trustees' annual report must be prepared but it may be simplified (see [section 7](#)).

Information to be sent to the commission: these charities must complete an annual return. The named charity contact on the commission's records will receive an annual return notification. Submission of the annual return is online.

The annual return, trustees' annual report and accounts must be filed with the commission, within 10 months of the end of the charity's financial year.

Full document details can be found here:

<https://www.gov.uk/government/publications/charity-reporting-and-accounting-the-essentials-november-2016-cc15d/charity-reporting-and-accounting-the-essentials-november-2016-cc15d--2>

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Bath & North East Somerset Council	
MEETING/DECISION MAKER:	Alice Park Trust Sub-Committee Meeting
MEETING/DECISION DATE:	Friday 16th January 2026
TITLE:	Alice Park Trust – 2025/26 Financial Update – January 2026
WARD:	Lambridge
AN OPEN PUBLIC ITEM	
List of attachments to this report: N/A	

1 THE ISSUE

- 1.1 The purpose of this report is to update the Alice Park Trust Sub-Committee on the Trust's 2025/26 financial position.

2 RECOMMENDATIONS

- 2.1 The Alice Park Trust Sub-Committee is asked to note and consider the report.

3 2025/26 FINANCIAL PERFORMANCE

- 3.1 Forecast financial performance for Alice Park for financial year ending 31st March 2026 is detailed in the table below. At present the Trust is forecast to end the year with a £5,142 surplus. Any surplus at year-end would be taken to a reserve for future years' use.

3.2 Expenditure summary:

- Service level agreements with B&NES for grounds maintenance, play equipment and tree management/maintenance have been charged to the Trust.
- The public conveniences contract has been charged to the Trust.
- Independent examination fees are expected to remain fixed at £500 and will be charged before year-end.
- Phase 1 of the Play Area Improvement costs come to a total of £126,339. This includes £499 for the Play Area Inspection.

3.3 Income summary:

- Rental income continues to be forecast in line with agreed market rents.
- Events income has been forecast in line with information contained within the shared Alice Park events income document.
- A delay in Ward Empowerment Fund income as a contribution to a bench purchase in 2024/25 has been received this financial year.

- Tennis court income is received in arrears, with the £228 representing the profit share achieved for 2024/25.
- Investment income is expected to be down slightly on last year's returns as a result of lower interest rates.
- The largest change to income this year is the expected change in funding arrangements between the Trust and the Council. A grant contribution from B&NES is anticipated to be fixed in line with the three service level agreements with the council, directly covering the cost.

3.4 The Trust also continues to receive donations for its Play Project. Donations will be ringfenced and held separately to the operating costs for Alice Park. £520 has been received to date this year. This brings the total amount of donations received to date to £54,289.

3.5 £51,339 of donations are required for phase 1 of the project, leaving a balance of £2,950.

3.6 The detailed forecast financial performance for financial year ending 31st March 2026 is outlined at the bottom of this report in Appendix A.

3.7 Spend and income will continue to be monitored by Bath and North East Somerset's Finance Team, while forecasts will continue to be updated in line with estimates on income and expenditure provided by the Sub-Committee.

Contact person	Paul Webb, Senior Finance Manager paul_webb@bathnes.gov.uk
Background papers	None
Please contact the report author if you need to access this report in an alternative format	

Appendix A: Alice Park Trust Financial Position Summary – January 2026

	24/25 Outturn	25/26 Actuals to Date	25/26 Forecast Outturn
EXPENDITURE	£	£	£
Ground Maintenance SLA	18,369	18,957	18,957
Play Equipment SLA	2,591	2,674	2,674
Tree Management/Maintenance SLA	2,469	2,548	2,548
Public Conveniences	17,433	17,805	17,805
Independent Examination Fees	500	0	500
<i>Other Costs -</i>			
- bench	786	0	0
- bollards	3,413	0	0
- events admin fees	190	0	0
- Play Area Improvement Project		125,840	125,840
- Play Area Inspection		499	499
Transfer of Donations to Reserves	52,692	0	700
	98,443	168,323	169,523
INCOME	£	£	£
Investment Income - Dividends	(23)	0	(23)
Investment Income - Interest	(810)	(514)	(673)
Rental Income	(20,180)	(15,348)	(20,483)
Tennis Court Income	0	(228)	(228)
Events Income	(2,996)	(1,262)	(1,818)
Ward Councillor Empowerment Fund	0	(222)	(222)
B&NES Grant / Contribution	0	0	(24,179)
<i>Other Income -</i>			
- private contributions to bench	(565)	0	0
- CIL Funding for Play Improvement Project		(75,000)	(75,000)
- Reserve Drawdown for Play Improvements			(51,339)
Donations	(52,692)	(520)	(700)
	(77,266)	(93,094)	(174,665)
<i>Additional income subsidy from B&NES</i>	<i>(21,177)</i>		
Trust (Surplus) / Deficit 2024/25	0		
Forecast Trust Operating (Surplus) / Deficit 2025/26			(5,142)

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Public Toilet Report for Alice Park Trust Committee

Prepared by Ian Valentine, Operations Manager.

6th January 2026

Below are the usage figures for the years 2024 and 2025 there are bizarrely no patterns

Although, discounting December we have had 2273 more uses in 2025 to 2024, some of the busier times may be linked to events within the park.

This gives a feel that the park is becoming more popular

2024/2025 Usage Stats				
2024			2025	
Month	Uses		Month	Uses
January	593		January	933
February	947		February	752
March	686		March	923
April	1230		April	1721
May	1206		May	1237
June	1632		June	1591
July	2088		July	1759
August	2148		August	2629
September	1570		September	1597
October	1060		October	2016
November	953		November	1228
December	849		December	TBC
Total	14113		Total	16386

Healthmatic have been consulted regarding the installation of the defibrillator and use of electricity for this, they are happy to support this and as the cost of electric is negligible. They wouldn't worry about any reimbursement

We have had the following issues reported, all vandalism and anti-social behaviour

Date added	Completed Date	General Detail	Special Detail	Actions	Activity Type
10/11/2025	10/11/2025	Needle wrapped in tin foil, it is the sharps bin but can be seen as it has not been put fully in the bin.	Reported by a member of staff at Alice Park Cafe 10/11/25 14:40	Sharps will be dealt with by the cleaner.	Anti social behaviour
08/12/2025	10/12/2025	Reporting heavy drug usage evidence. x Syringes and 2 x Vials.	Reported 06/12/25 09:21.	This was reported by myself and pete all needles placed in needle box's and site wiped down	Anti social behaviour
14/11/2025	15/11/2025	Heavy drug usage, syringes found.	Reported 14/11/25 12:15.	Was called by Alice park to attend as they had identified a drug user covert photos taken and police informed we took syringes and placed in a needle bin we gave them some training on how to pick up needles and dispose of them left them as all needle bin with more advise	Anti social behaviour
27/10/2025	27/10/2025	6 wrapped syringes found in the toilet block.	Photo evidence held within the BaNES service contract folder.Reported by the Area Supervisor.		Anti social behaviour
17/10/2024	24/09/2025	Nayax has been smashed, Porthole glass has been smashed.	Reported 17/10/24 09:04. Crime reference 5234274760.	Porthole and nayax replaced.	Vandalism
28/04/2025	29/04/2025	A lollipop stick has been put into the validator damaging it. Unit has been made card only until they can replace the required part.	Reported 26/04/25 13:06.	Waiting on required part toilet still in operation	Vandalism

Date added	Completed Date	General Detail	Special Detail	Actions	Activity Type
14/11/2024	15/11/2024	Porthole has been installed.	Ordered and installed by the team.	Team bath installed the new porthole photo evidence sent to office from my personal email	Vandalism
30/09/2024	01/10/2024	The pricing sign has been ripped off the door.	Reported by Steve over the weekend.	This was done on purpose due to person\'s unknown showing the brush strokes in paint work Pete willow has replaced the pricing sign	Vandalism
04/03/2024	03/06/2024	Vandalism resulting in exposed electrical wires where the extractor fans were - both cubicles	Unit has been closed pending rectification work. Crime reference number to follow. Reported to BANES Council (Lisa Gore)		Vandalism
19/02/2024	03/06/2024	Steve and Heather reported that someone has smashed the vent off the wall and pulled apart the toilet roll holder.	These needs to be replaced.	Cleaning contract fixed problem.	Vandalism
05/03/2024	07/03/2024	Two extractor fans have been ripped off the wall and wires are exposed. The toilet is currently shutdown due to a risk to the public.	Peter to attend on Thursday.BA1 7BL	Fitted new extraction fans and night latch both now back in service.	Vandalism

Following are three suggested sign templates to be displayed on the toilets, I am happy to take one of these forward or if you would like one of your own, please let me know.

1

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These public toilets cost the
Alice Park Trust Committee
£17,805 annually to keep open and operate
Please treat them with respect as vandalism and
anti-social behaviour will incur an additional cost
meaning there will be less to spend on the rest of
the parks facilities

The annual cost to keep these public toilets open and maintained is £17,805, funded by the Alice Park Trust Committee. We kindly ask all visitors to respect these facilities. Acts of vandalism or anti-social behaviour not only increase operating costs but also reduce the funds available for other improvements and amenities across the park. Please help us keep Alice Park welcoming and well-resourced for everyone

It costs £17,805 a year
to keep these toilets
open.

Please respect them

Vandalism means less
funding for other park
improvements.

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