



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2017		31	03	2018

## 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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Cllr Tim Warren			
2	Cllr Michael Norton.		1 <sup>st</sup> April – 6 <sup>th</sup> Dec 2016	
3	Cllr Rob Appleyard			
4	Cllr Geoff Ward		6 <sup>th</sup> December 2017 onwards	
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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**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 & Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Trustees comprise of the Leader of Bath & North East Somerset Council and Trustees elected as part of the Council's charitable trust board sub-committee for Alice Park.

**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.

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**Section C Objectives and activities**

**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)**

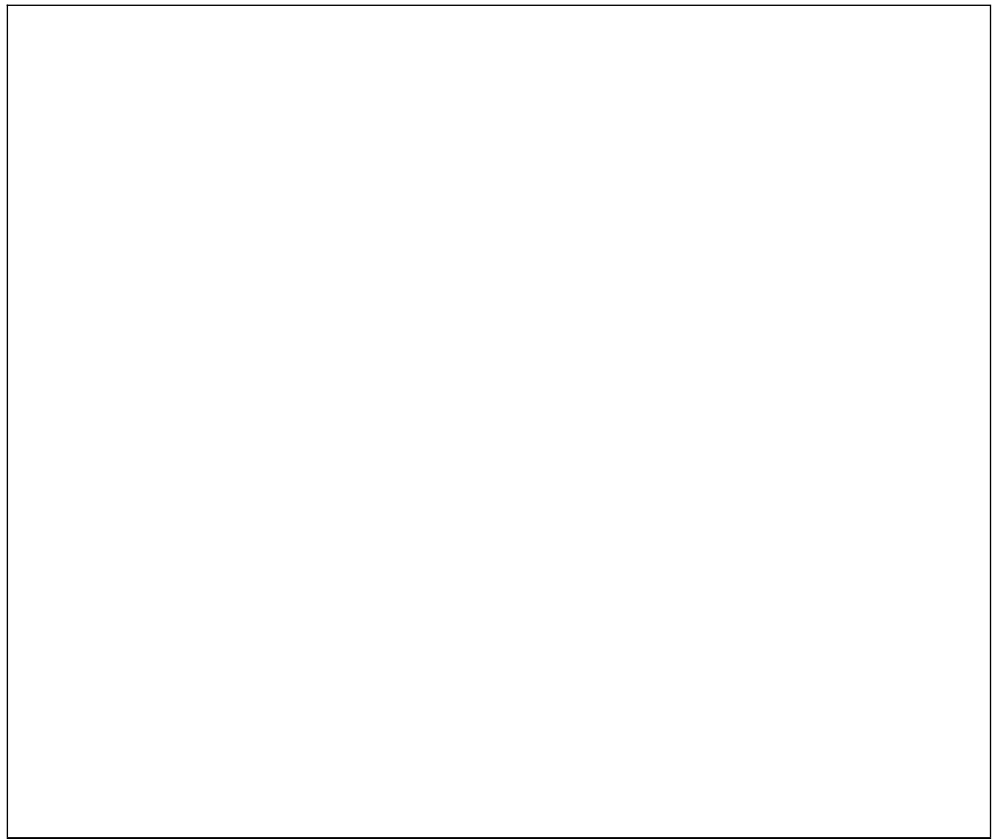
The trustees, in making decisions surrounding the objectives and activities of the charity, have regard to the Charities Commission public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The park was open for public access throughout the year, including use of the 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.

**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.



## Section D

## Achievements and performance

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

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## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity does not currently have sufficient funding to enable reserves as the contribution from Bath & North East Somerset is exactly equivalent to the required costs for the financial year.

Should the trust have reserves in future years then they would be managed within the same processes as those held by Bath & North East Somerset and as prescribed by their financial regulations.

Reserves that are restricted would be held specifically for the required purpose and unrestricted reserves would be held for the general support of the Trust.

### Details of any funds materially in deficit

### 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 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)

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**Full name(s)**

**Position (eg Secretary, Chair, etc)**

**Date**