

# **BATHURST PARK AND RECREATION TRUST**

**MEETING OF THE TRUST – 30<sup>th</sup> May 2022 - 37**

**Minutes of the Meeting held via Zoom on Monday 30<sup>th</sup> May 2022 at 8.00pm.**

**Present:** Trustees R Kemsley (Chair), A Harley, C Harris, R Holmes, S Holmes, P Macklin, L Penny, T Saunders (Vice-Chair) and E Taylor.

**In Attendance:** Mr S Holley – Trust Secretary and Minute Taker

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1. **APOLOGIES**

- (i) The Trust NOTED that Apologies for absence had been received from Trustees S Cave and S Stockham.
- (ii) Trustees Greenwood, Leach, Thomas-Brown and Vaughan were absent.

2. **DECLARATIONS OF INTEREST**

None.

3. **APPROVAL OF MINUTES**

The Minutes of the meeting held on 28<sup>th</sup> March 2022 were APPROVED as a correct record, following a Proposal from the Chair. Record of Voting: For – 7, Against – 0, Abstentions – 2, Absent/Apologies - 6

4. **ELECTION OF VICE-CHAIR OF THE TRUST**

Trustee C Harris Proposed that Trustee Saunders continue in the position of Vice-Chair of the Trust. This was Seconded by Trustee Taylor and unanimously APPROVED.

5. **FINANCIAL MATTERS**

5.1 **Schedule of Payments**

Trustee Kemsley Proposed from the Chair that the circulated schedule of Payments be approved. Unanimously APPROVED.

**Appendix 1**

5.2 **Trial Balance, Balance Sheet, Income and Expenditure Report and Bank Reconciliation for Month 1 (i.e. to 30<sup>th</sup> April 2022)**

NOTED.

6. **TRUST SECRETARY'S REPORT**

No report.

7. **EVENTS IN THE PARK**

- 7.1 **Queen's Platinum Jubilee Weekend (2<sup>nd</sup> – 5<sup>th</sup> June)** - (Town Council events in the Park) Trustee Saunders provided an update. At short notice some evening transport was now going to be provided courtesy of the Community Rail Partnership. In response to a question Trustee Saunders explained that she now had plenty of volunteers from community groups and individuals but Trustees Penny and S Holmes could make use of some help in the Arts and Crafts tent.

7.2 **Budgets for Community Event and Fireworks Display** –

- (i) The Trust APPROVED an Event Plan and associated Budget for the Annual Fireworks Display. There would be more caterers to provide greater choice, Danters Funfair would be requested to confirm in advance what they would bring, and the event marshals would be requested to deal with unlicensed traders, with

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support from the Police if required. If possible card payment would be offered. All staff members working at the event would be entitled to a family ticket at no cost. There would be no change to the proportion of 'noisy' to 'quieter' fireworks from the previous year.

(ii) Lead members were finalising the Event Plan and Budget for the Community Event, for consideration at an Extraordinary Meeting before the end of June.

- 7.3 Update on request by Green Top Events to host a 'Food and Drink Showcase' in the Park on Saturday 22<sup>nd</sup> July 2022. The Trust NOTED that this event had been cancelled by Green Top.

### **8. PROVISION OF PLAY EQUIPMENT**

- 8.1 Trustee Saunders Proposed that the Trust apply for a grant of £2,500 from the District Council's 'Contain Outbreak Management Fund' as match funding for the provision of a Sensory Garden between the Pavilion and the Bowls Club. Kompan had provided a set of illustrative drawings for the application, on the understanding that the Trust would be asking the Grounds Team to come up with a design for approval and probably undertake most of the work. Seconded by the Trust Chair and unanimously APPROVED. An update was requested for the next meeting.

- 8.2 The Trust was requested to consider the future of the Tennis Courts. This was considered within the overall discussion of the following item.

- 8.3 The Trust NOTED that a representative of the play equipment provider Kompan had met Trust members (including the Vice-Chair) and the Trust Secretary to discuss the company undertaking a free survey of all play areas and equipment owned by the Council and the two Trusts and providing recommendations for improvement. The discussion had included various options for retaining or re-purposing the Tennis Courts. It was a common view that all sites needed at least one piece of accessible equipment. In due course the Trust's decisions on the recommendations of this survey would result in updates to the Strategic Plan.

### **9. OTHER IMPROVEMENTS TO THE PARK**

(i) The Trust maintained an interest in other improvements such as lighting at the station corner, lighting along Andre Clement Avenue and improving the Public Conveniences in the Café – all of which would involve detailed proposals before any costs could be provided for consideration. As an immediate measure, the Trust Secretary was asked to look into improving the appearance of the toilets and extending the hours they were open.

(ii) The Trust Chair advised that he now had a key to the Car Park gates in case people were locked in out of hours.

(iii) It was suggested that the fencing be repainted.

### **10. POSSIBLE MERGER WITH LYDNEY RECREATION TRUST**

This had been put on hold for the time being.

### **11. CORRESPONDENCE**

No correspondence was reported.

### **12. TRUSTEE REPORTS**

It was reported that an employee of the new Café had put a notice on social media saying that "the Council had given permission" for a number of changes which had yet to be determined by the Trust. This had been addressed with no further action required.

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13. **DATE OF NEXT MEETING**  
Monday 25<sup>th</sup> July 2022

## CLOSED SESSION

14. **RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**  
The Trust RESOLVED to continue in Closed Session in order to deal with the following Confidential Business.
15. **LEASE OF THE PAVILION CAFÉ**
- 15.1 The Trust was requested to consider agreeing to the following changes to the terms of the lease over the Pavilion Café arising from the change of tenant: - increase term of the lease to 12 years, allow for opening all year round, allow an increase in the open hours, require the tenant to remove commercial waste, and require that utility bills be split according to usage following the installation of separate meters. Unanimously APPROVED following a Proposal from the Chair.
- 15.2 The Trust was also requested to consider agreeing to (a) a change of name for the Café and (b) a change to the regulations regarding dogs, both changes requested by the incoming tenant and matters separate from the terms of the lease. The change of name to 'The Four Seasons Coffee Shop' was unanimously APPROVED following a Proposal from the Chair. The change to the regulations regarding dogs resulted in more lengthy discussion, which led to the following Proposal from Trustee Saunders: - "that, for a trial period until the next meeting of the Trust on 25<sup>th</sup> July, the regulation prohibiting dogs in any part of 'The Lady Park' be relaxed to allow dogs on the patio area outside the Café. The Café proprietor to be responsible for ensuring: - that dogs be kept on leads at all times; that dogs be confined to the patio area only; that the owners of dogs causing a problem to other users of the Lady Park be required to leave the Café for parts of the Park open to dogs; that dogs be allowed entry ONLY through the gate to the rear of the Pavilion Café and owners explicitly prohibited from walking through The Lady Park for access." This was Seconded by the Trust Chair and APPROVED with the following Record of Voting: For – 7; Against – 2, Abstained – 0, Absent/Apologies - 6

The meeting closed at 8.51 pm.

Chair.....

Date.....

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## **Appendix 1**