

Friends of Pittville

Minutes of the Trustees' Meeting, Tuesday 13 September 2016, at 17.30, at the Municipal Offices

Present

Judie Hodsdon (chair), Wendy Acres, Fiona Clarke, Gloria Jones, Sandy Marshall, Hilary Simpson

Representatives of other bodies: Adam Lillywhite and Dennis Parsons.

1. Welcome and Apologies

JH welcomed Jennie Coasby as an observer, and contributor to discussion, before deciding if she wished to stand for election at the AGM.

Apologies were received from Chris Archibald and David Richards

2. Minutes of the last meeting, 9 August 2016

It was noted that the Minutes had appeared on the web site in Revision mode. **Action: HS to remove and FC to provide final version.**

The minutes were accepted as a true record of the meeting. Thank you to SM for writing them.

3. Matters arising

3.1 refer para 12 FOP business card and name badges: FC reported these are in hand. GJ requested Membership compliments slips after all, as they would be needed to send with the new membership cards. **Action: FC and GJ**

3.2 refer para 13.2 Green Flag text for their website and symbol to FOP website: CA advised that the text and images are with CBC Green Space Development team and that the symbols had been requested.

4. Financial report

WA noted that most of the income of £102,889.96 represented grants which had been transferred to CBC for the play area payments. She has started on the Gift Aid claim and expects about £300 for the play area, plus the membership fee gift aid for FOP funds. Income and expenditure for the History Group gives a small 'profit' which it was agreed would go into General Funds. JH noted that more had been spent on office consumables than budgeted, but that events fundraising had far exceeded the forecast. Two proposals for spending some of this money is the on-line teacher resource sheets (refer Minutes 9 August para 5) and a potentially very large project (refer same para and below para 8.3). Mr Joe Mar has agreed to audit the financial reports for the AGM.

5. Friends of Pittville Annual General Meeting Tuesday 18 October 2016

AL reported there was an important public meeting at the borough council that evening and that some members might opt to attend that.

JH, FC and GJ between them will visit Dunalley Primary School to check the new hall, discuss room layout etc. HS may not be able to attend so asked that the guest speaker be looked after and introduced before his talk. JH will write the Chairman's report using the Charity Commission format and this will be available to attendees. She may present her report verbally, using a power point presentation, highlighting the achievements of the year.

It was agreed to offer an alcoholic refreshment in addition to tea and coffee to celebrate the tenth anniversary of FOP. We need to check if the school will allow this. **Action: FC**

Trustees elected last year will enter year two of their (first) three year term so do not need to be elected. If JC stands, there will be one person to elect. WA is standing down after three year's excellent service as Treasurer. Until she is replaced JH will act as treasurer. There is a plea for trustees in the forthcoming newsletter.

6. Civic Award plaque

JH reported that there had been a lengthy e-mail discussion about where to site the Cheltenham Civic Society Award plaque. The majority preferred mounting the plaque on a stone plinth (at the same height at the heritage information boards). Although this might be vandalised or removed, it was preferable to attaching it to a gate pier or any of the railings as damage there was more serious. The cost of making and installing the plinth will be covered by the remaining money in the Gates Fund.

The heritage and conservation team at CBC were against attaching it to the gate pier and whatever is decided may require planning permission. **Action: JH**

A vote was formally taken with the six trustees present all in favour of the plinth (this is a majority of trustees).

7. Cheltenham Plan update

JH had sent trustees an e-mail updating them on progress with the Pittville submission through the Neighbourhood Co-ordination Group for the Cheltenham Plan. She will write a short paragraph for the October newsletter as appropriate. **Action: JH**

8. Pittville Park matters

8.1 The 'Depot' meeting this morning was attended by FC for FOP, with DP (ward councillor) and Desmond Fitzgerald (Park Watch). Topics covered included hedge cutting in Clarence Square (with possible FOP autumn involvement if the sycamores have not been poisoned). There is no further action on storing FOP tools in a locked store at the Boathouse. The volunteers' annual meeting will be held on 17 November and trustees agreed that funds could cover a celebratory cake. CBC has offered to replace the west side heritage information board that had been damaged by a truck, but using their board design. Trustees agreed that we had to accept this as our choice had not withstood vandalism as well as hoped.

8.2 Disabled loos: DP and AL said that CBC was serious about installing a modern disabled loo next to the current building in the new play area but that the cost was very high. CA is monitoring progress.

8.3 Landscape area around Pump Room and Upper Lake: CBC had called a meeting for 6 September where FOP was represented by trustees JH, CA, DR, FC and FOP volunteer Rob Rimell. Five separate areas were identified each of which could be a project in its own right.

Stakeholders (e.g. CBC, TCT, ward councillors, etc.) and consultees (e.g. the cafes, local history and wildlife groups, educational bodies etc.) were identified. CBC and FOP agreed that the CBC community ranger would contact CBC heritage officer initially, and ask for suggested historical landscape architects for comment and ideas. CBC will produce a rough design brief. Funding will be the challenge and the total project could last five to ten years. FOP will assist with funding and contribute ideas etc. CBC had offered FOP the opportunity of managing the Albemarle Gate car park during the next three or four race meetings to raise initial funds for the architect. CBC will decide how much lawn area is made available for parking, depending on the ground conditions on the day. **Action: one of the above trustees to be in charge of this.** HS suggested a snappier name be found for the project to encourage fundraisers and JC noted the crowded parking behind the Pump Room and nearby streets during race weeks and now the play area is open.

9. Newsletter and distribution routes and delivery dates

GJ handed around the full list of distributors and routes for trustee information. There had been a great response to the newsletter request, with fifteen new people volunteering to deliver. There is also a small back-up team. GJ will collect the newsletter from the printer on 1 October and bundles will be delivered over that weekend and Monday. SM said all four pages were needed for the content so the membership form/renewal form will be an insert. This issue will be in black and white. A decision on colour or not from January 2017 is yet to be made.

10. Pittville History Works

HS reported that the group had met yesterday and she will circulate the meeting notes. A representative of Regency Town House in Hove will visit Cheltenham shortly.

11. Past events

11.1 Cheltenham Horticultural Society Summer Show, 14 August: Rob Rimell had represented FOP and, although it was not very busy, he thought it was worthwhile for FOP to have a table as long as the event was held in Pittville.

11.2 FOP Garden Party, 49 Pittville Crescent Lane, also 14 August: this had been pleasant as the weather was just right and the refreshments delicious. FOP raised over £300, but this was at no cost as trustees had made all the cakes and provided the drinks. JH thanked everyone for their contribution.

11.3 Heritage Open Days, 8-11 September: HS reported that the two walks had been on sunny days and had gone well. HODs organiser and FOP had experienced the usual problems - the spa theme had been flagged up; it had eventually been agreed to open the Pump Room on three days for two hours; yet there was no mineral water on the Friday as the filter no longer worked. It was an uphill struggle with the staff who were setting up the main hall for an evening function. FOP's four volunteers (HS, FC, Judy Langhorn and John Simpson) during the two hour slot at the Pump Room on Saturday afternoon talked to the public, who were very appreciative to explore upstairs and to taste the water (available by Saturday). JC noted that she was often asked about the Pump Room by visitors as she walked her dog. The Pump Room is the major building in Pittville and Cheltenham, yet it is inaccessible much of the time. HS thought it worth participating in HODs again, provided there was not too high level of investment. It was suggested that next year the underground electricity sub-station at Pittville Gates be opened.

12. Future events

12.1 Cheltenham Half Marathon, 25 September: just enough volunteers have come forward and FC will help hand out drinks on the day to the runners. We do not know our location as yet.

12.2 Drop-Ins September to December: FC asked if these were worth continuing as numbers had dropped to a hard core of regulars. JC was a regular and thought it worthwhile but that the venue was a bit tired and this had put off several people. It was agreed to continue to the end of the year, and to explore alternative venues and relaunch the Drop-Ins in 2017.

Action: FC and another to be confirmed

12.3 The Cheltenham Trust Fun Palace, 1 October: FOP had been asked to attend a planning meeting at very short notice. JH, CA and FC had agreed it was impossible to prepare anything in time. If anyone can go on the day that would be useful.

12.4 Prestbury Women's Institute talk, 10 October: JH is speaking on the history of Pittville. She asked if the History Group could take on such talk requests after that date. This was agreed.

12.5 East India Cafe proposed dinner: it was agreed to organise this for November after the Civic Society/Friends of the Wilson tercentenary dinner. A small working group was agreed: JH, HS and one other to be identified. **Action: JH**

12.6 Plant Sale 2017 proposed: agreed it was fun and worth doing next April or May provided DR can organise the plants from commercial nurseries. **Action: FC to check with him.**

13. Any other business

13.1 Queen's Award for Voluntary Service: DP would like to arrange a nomination for FOP for a Queen's Award for Voluntary Service. The deadline is this Friday so he will arrange to talk to one of the trustees for the information he does not have.

13.2 Scout hut painting: GJ asked if there was a date for this. FC thought it would be over the winter and will report back at the next trustee meeting if not before. **Action: FC**

14. Date of next meeting

Tuesday 1 November at 17.30 in the Municipal Offices. Apologies from GJ.

The meeting closed at 19.00.