



Minutes of the Trustees' Meeting Thursday 13 July 2017 at 18.15 at the Municipal Offices

Present

Chris Archibald (chair), Paul Benfield, Fiona Clarke, Philippa Howell, Gloria Jones and non-voting representative Adam Lillywhite.

The meeting was preceded by a presentation about the Tour of Britain cycle race which passes through Cheltenham on 9 September 2017. CBC's Richard Gibson asked for comments and suggestions on plans to date and how these would affect residents and visitors. A second meeting might be useful and further information will be provided. Two documents are attached.

1 Apologies

Judie Hodsdon, Eileen Lockwood, Sandy Marshall, David Richards, Hilary Simpson, Henry Williams, and non-voting representatives Dennis Parsons and John Payne.

2 Minutes of last meeting, 17 May 2017

These were accepted as a true record of the meeting.

3 Matters arising

3.1 Refer para 10 Pittville Park issues and Depot meeting, 13 June:

The meeting had been brought forward; all the issues were discussed and FC had circulated a report to trustees on 22 June. PH noted that the padlock was still on the community bridge and the underpass lights were still out. CA said that action would be taken on the former and that CBC was awaiting new covers for the latter.

3.2 Refer para 14 Urban Gulls Focus Group: GJ was given one working days' notice of the meeting and was unable to attend. She had not received any Minutes yet. It seems the group meets on the last Tuesday every three months and she would be unable to go in September.

3.3 Refer para 11 Community Pride 2017: the application, prepared by CA and PH has been submitted, for £1000, for education sheets for schools. £1000 will to be found from FOP funds for 'match funding'.

3.4 Refer para 15.3 Prestbury Road roundabout: this has now been planted up with perennials. Comments were that it was less formal than expected, was not really appropriate to the setting; how often will it be weeded and watered?

4 Finance/budget 2016/17

PB handed around a three page document (Budget; Income and Expenditure; Balance sheet) to end June. He noted that subscriptions exceeded the forecast, as did fundraising. The income for projects, e.g. car parking at Albemarle Gate, was significant. He was thanked for the excellent presentation of the figures.

5 Newsletter and distribution

The July issue had received several compliments and the distribution, with two inserts, had gone smoothly. Thank you to SM and GJ.

6 FOP 'Style manual'

FC had e-mailed a draft to trustees. Not all had seen it, so those who had not are asked to comment in writing. There was some discussion about the choice of Georgia font for printed materials. Is it the best for those with sight difficulties? Comments requested. **Action: all**

7 RAF Centenary 2018

A press release, from FOP's first Chairman Tony Mason, had been circulated by e-mail. In April 2018 the Cheltenham Branch of the RAF Association is organising an exhibition at the Jet Age Museum at Staverton to commemorate the birth of the Royal Air Force and the creation of the aviation industry in Cheltenham and surrounding district, as part of the Borough's 'Cheltenham Remembers WW1' programme. It was agreed that FOP would alert its members and the public about the plans for 2018 and ask for memorabilia to be lent the exhibition. This would be best done in the next issue of the newsletter. **Action: FC and SM**

8 Past events

8.1 Volunteers' Week and Voluntary and Community Sector event, 1 June: this was covered at some length in the July newsletter. Thanks again to all the volunteers.

8.2 Cirencester Community Development Trust, 10 July: FOP had been asked to make a short presentation to this group about our experience with the Heritage Lottery Fund (recommended by HLF South West). CCDT is making a very large grant application for restoration and development of the grounds of Cirencester Abbey. FC had gone as JH was unavailable. She noted that Cheltenham (both the Borough Council and The Cheltenham Trust) could learn a lot from how Cirencester is dealing with reduced funding and improving the town. <http://cirencdt.org.uk/>

9 Forthcoming events

9.1. QAVS award ceremony - refer item 10

9.2 FOP Garden Party 30 July, 3.30 - 5.30 p.m.: plans are in hand. Please RSVP as requested, even if helping on the day. **Action: all**

9.3 Cheltenham Horticultural Society Summer Show, 20 August, noon - 4 p.m.: unfortunately this had not been included in the July newsletter. FC and JH are to prepare a small exhibition to mark CHS's 75th anniversary. PH offered to help if available; GJ and CA are not. **Action: FC to write to trustees asking for helpers**

9.4 Heritage Open Days, 7-10 September: it was noted that there might be very few visitors to Pittville Pump Room on 9 September as the opening time (2.30 to 4 p.m.) coincided with the time that the Tour of Britain cycle race would go down Evesham Road. It was also noted that the mineral water had not been available recently and, although there was a notice to this effect, it was not helpful or even apologetic. CA was concerned that lack of public access could cost the park its Green Heritage Site Accreditation. The two walks and Pittville's Hidden Places will be less affected, if at all. **Action: FC to ask for volunteers to help with the latter**

10 Queen's Award for Voluntary Service awards ceremony, 29 July, 5 - 6 p.m.

JH had been pleased to tell trustees that FOP has been awarded a QAVS. FOP members on e-mail had been advised on 2 June. FC had received 13 congratulatory e-mails from members. Chairman JH, with trustee/PHW volunteers Gloria Jones and GSVs Sarah Allen, Adrian Allen and Janet White, had been interviewed for BBC Radio Gloucestershire by Nicky Price for her afternoon show on 15 June. It was the leading item in our July newsletter. This had included a flier inviting members to the awards ceremony. Volunteers who are not members and about 20 non-members or volunteers also received an invitation. There have been about 35 acceptances to date; PH and AL are unable to attend. The relevant CBC forms have been, or will be completed before 29 July; these include the Land Use Agreement and the Risk Assessment. The QAVS planning team meets again, in the Long Garden, on 18 July at 5 p.m.

Action: FC

11 Annual General Meeting, 16 October

GJ has arranged this for Monday 16 October, with a visit on 2 October to check the hall and finalise the plans. Speaker John Simpson will attend. PB expressed some concern that it is soon after the end of the financial year but hopes that the papers can be finalised and checked in time.

12 Green Space Volunteers and Gloucestershire College briefings

FOP was approached by the National Citizen Service (NCS) based at Gloucestershire College, which runs a programme for 16-17 year olds "who explore their local community and then design and implement a social action project for their communities. During phase 2 of the programme, the young people (15 per team) and their two leaders visit various charities and organisations in the area to explore what is currently going on. During phases 3 and 4 the young people then choose a project that they would like to do for a cause and implement it". CA is co-ordinating FOP's briefings for the 100 students (covering all FOP's work) and several GSV are helping. We await developments! www.ncsyes.co.uk.

As noted earlier, the Community Pride application has been submitted and one school has responded to a letter from PH asking for information about how the teachers and pupils use the park.

Cheltenham College also approached FOP about voluntary work for its students. CA met the teacher with CBC's Janice Payne and it has been agreed that the students will visit three parks to compare them – one well cared for by volunteers, one less so, and one not at all. The school's gardener will be enlisted to teach the students how to cut back and prune. FOP does not need to be involved further, although CA may be present on the Pittville visit, with another GSV.

13 Upper Lake and Pittville Pump Room Project update

CA had met CBC Green Space Development's Adam Reynolds today with the consultant Illman Young. They spent two hours exploring the area discussing what might go into a masterplan. There is no topographical survey of the area and Adam Reynolds will consider how this may be overcome.

It seems there is not enough space to install the Changing Places public loo http://www.changing-places.org/find_a_toilet.aspx next to the existing ones. Options include next to the kiosk. If it is next to the kiosk, it will be on the triangular bed. Trustees were not convinced and suggested an alternative which would be near the aviary beds, which is within the play area.

14 Pittville History Works

There is nothing new to report; the next meeting is 24 July 2017.

15 Any other business

15.1 QAVS symbol: PH suggested this be included on the park welcome boards when they are revised and on public notices authored by FOP. This was agreed.

15.2 Tour of Britain: PB wondered if FOP would get criticism from locals and regular visitors (e.g. dog walkers) about the road closures and parking restrictions. It was agreed to post information on the Facebook page; inform members via Mail Chimp e-mail, and possibly the website.

15.3 Evesham Road north of Albemarle Gate: GJ noted that a large tree had been cut down but a dangerous stump left, into which pedestrians could walk. Hedges are also overhanging the pavement. **Action: AL to alert JP** as tree work is Gloucestershire Highways' responsibility and they should write to the 'offending' property owners regarding the hedges.

16 Date of next meeting Wednesday 13 September 2017 (Apologies in advance from CA)

The meeting ended at 7.55 p.m.