



## Minutes of the Trustees' Meeting Tuesday 12 April 2016, at 17.30

### Present

#### Trustees

Hon Chairman Judie Hodsdon (JH)  
Hon Secretary Fiona Clarke (FC)  
Membership Secretary Gloria Jones (GJ)  
Mike Evans (ME)  
David Richards (DR)  
Rob Rimell (RR)  
Hilary Simpson (HS)

### Abbreviations used in Minutes

Cheltenham Borough Council = CBC  
Cheltenham Horticultural Society = CHS  
Friends of Pittville = FOP  
Friends of the Wilson = FOTW  
Gloucestershire Environmental Trust = GET  
Green Heritage Site Accreditation = GHSA  
Heritage Lottery Fund = HLF  
Heritage Open Days = HODs  
Holst Birthplace Museum = HBM  
The Cheltenham Trust = TCT  
Tourist Information Centre = TIC

### 1. Apologies

Apologies were received from Hon Treasurer Wendy Acres (WA), Chris Archibald (CA), Sandy Marshall (SM) and non-voting representatives of other organisations, Desmond Fitzgerald - Park Watch (DF) and Cllr Adam Lillywhite (AL).

### 2. Minutes of the last meeting, 1 March 2016

The Minutes had been circulated a week after the meeting, having been checked by CA. They were accepted as a true record of the meeting.

### 3. Matters arising

**3.1 refer 7.6 East India Café** – JH and HS are meeting Mr Litu on 20 April to follow up on his offer, which arose from his contact with Cllr Chris Coleman, about supporting the play area rejuvenation. Alternative projects will be discussed. **Action: JH and HS**

**3.2 refer 15. Annual General Meeting venue and speaker** - Although some had thought Dunalley School was not quite up to it ('aim higher') it was agreed to be the only feasible venue. **Action: FC to ask if our preferred date 18 October is available.** It was also agreed to invite Adrian Barlow to speak on Victorian Pittville. **Action: HS** JH will ask Joe Mar to examine the accounts again this year. **Action: JH**

### 4. Financial report and budget

This was circulated at the meeting. JH noted that the subscription target was almost reached; the April newsletter costs has not come in yet; fundraising was exceeding the target, thanks to the success of the

'Who Built Pittville' talk. On the play area, the amount raised was greatly boosted by the Active Together allocations of several county councillors. It was agreed to close Just Giving for the play area but to reopen it for any future project.

## **5. April 2016 newsletter**

JH congratulated the new editor Sandy Marshall on the newsletter ('very good indeed') and thanked her and the deliverers. GJ will manage the delivery from now on (maintain the deliverers mailing list; alert them one month before a delivery, distribute to distributors), working with the Hon Secretary. The back page is required for the membership application form and Gift Aid statement (revised because of HMRC changes) GJ is planning a flier to members about Gift Aid with the July issue. Top Flight could be asked to fold the A4 to A5 size if appropriate. Not all letter boxes accept A4 (or even A5 for that matter!)

SM's initial suggestions for the July issue include East India Café, duck food dispenser update, capstone, and volunteer of the moment, dragons on the café roof, update from Janice Peacey on CBC green space, the plant sale with photo. Other ideas welcome; please contact SM. **Action: all**

## **6. Pittville Park Play Area rejuvenation project**

JH reported that FOP has raised £90,000 of which the largest amount was the Active Together application for county councillors' allocations. £10,000 came from Just Giving, crowdfunding and cheques, and £29,000 from other grant making bodies. There is enough to complete the project in one stage.

There will be a soft opening for invited schools on 24 May, with use from 27 May. The official opening ceremony is on Sunday 17 July for invited guests and the public with the Mayor, entertainments and refreshments. DR thought there was insufficient parking in the park; even now on a sunny weekend the car park is full; JH will pass on these concerns. **Action: JH**

Cheltenham in Bloom had donated £250 for a tree and plaque commemorating HM The Queen's 90<sup>th</sup> birthday; this will be a separate ceremony, again with the Mayor.

Two promised amounts of money need to be chased up – Dunalley School and Cheltenham Borough Homes. JH noted it has been a lot of hard work but we had been helped by being a community group.

## **7. Past events**

**7.1 "Clean for the Queen", 20 March** - FC reported that ten volunteers and two residents had worked along Pittville Lawn from Wellington Road to Central Cross Drive, pruning the hedges and cleaning the area between the path and property boundaries, edging the path, cleaning the grass verges and generally tidying up. Two more residents and several passers-by thanked us but there had been no official thanks from CBC. Refreshments were taken at Central Cross Café.

**7.2 Cheltenham Horticultural Society Spring Show, 3 April** - RR was surprised that some people had thought one had to live in Pittville to become a FOP member. This is something to think about for future PR. GJ thought the position was not as good as last summer. It was agreed that it was worth participating. The need for a general FOP leaflet was reiterated and ME suggested a special edition of the newsletter dedicated to green items might be useful. FC thanked the team and RR for taking on organising the summer participation.

## **8. Forthcoming events**

**8.1 Civic Awards and Lecture, Wednesday 20 March at 16.00 and 19.30** - Pittville Gates has been nominated and may receive either a Commendation or an Award. If there is either, FOP is not officially part of it because it does not own the Gates (CBC does). Normally the owner and the architect is presented with the certificate or plaque. It was agreed that should Pittville Gates be rewarded, JH as Chairman and also chairman of the Joint Project Board and FOP Pittville Gates sub-committee, must come forward. NOTE since the meeting, FOP members have been informed about the award ceremony and the lecture and encouraged to attend both.

**8.2 Invitation to attend the Lighting of North Cheltenham's Beacon at Pittville Pump Room, Thursday 21 April, 20.00 for 20.20 – 21.00** - JH said that all FOP trustees and former Chairman Judy Langhorn were invited to the ceremony where the beacon to celebrate the 90th birthday of Her Majesty The Queen will be lit by the Mayor. This is being organised by The Cheltenham Trust on behalf of all Cheltenham so is not a specific Pittville event or even one that we could have taken the lead on. In fact it is

encouraging that CBC and TCT are using the Pump Room for something other than wedding venue hire. The bid to host the Tower of London poppy work of art is similar. FOP has been pushing for the Pump Room to be more accessible and this is a step in the right direction.

**8.3 FOP Drop-Ins at the Sudeley Arms** last Wednesday of every month (27 April, 25 May, 29 June) – CA will be there in April and May, covering for Anthea Millier who is not able to get about at the moment and FC will be away. She asked all trustees in town to support CA by attending. Over 40 people have come over the last 2.5 years with a core of about eight regular attendees.

**8.4 8 o'clock Club, Hatherley, Wednesday 18 May** - JH is giving a talk on Pittville. FC will put together a small package of handouts. **Action: FC**

**8.5. Pittville Plant Sale, Saturday 21 May** – DR reported that Hoo House and Dundry Nursery are pleased to help FOP with this event. He has arranged for Sue Bradley of the Echo to attend a FOP working party to interview volunteers about it (NOTE 5 May is the only suitable working party day in May). More helpers are needed on the day and it was suggested to ask FOP volunteers. **Action: CA**  
The next meeting of the team is 22 April.

**8.6 Summer Garden Party, and CHS Summer Show, Sunday 14 August** – this item will be deferred until the next meeting. JH thought that another small working group would need to be set up to plan and organise the event. NOTE it is the same day as the CHS Summer Show but the times will not overlap significantly.

**8.7 Heritage Open Days, 8 - 11 September** – FC explained that she is organising Cheltenham Heritage Open Days as the previous Cheltenham Civic Society organiser has stood down and no-one else on the CCS committee was willing to take it on. She has suggested there be a theme – the spas of Cheltenham, to celebrate the tercentenary of 'finding' the waters. HS is the FOP organiser and will attend the second of two participants' meetings tomorrow.

## 9 Other events

**9.1 Tercentenary Dinner, Pittville Pump Room, 4 November** – HS is co-organiser, as Chair of Friends of the Wilson, with Cheltenham Civic Society, of this event. The recently purchased portrait of Henry Skillicorne (who realised the potential of the spa waters in 1738) will be handed over by FOTW to the Mayor. There will be drinks, dinner, speeches, and entertainment. It will cost £50 per person and profits will go to Water Aid. She hopes there will be a FOP table (or more). FOP members will be informed and invited. **Action: JH and HS**

**9.2 Cheltenham Tree Group speaker** – FC had been offered a talk by the Chairman of CTG. This could be for later in the year, perhaps associated with an appropriate occasion. To be revisited in due course. **Action: FC**

## 10. FOP PR and identity

A small team had met (ME, RR, SM, HS and JH) to consider what should be done. ME is the chairman; RR will record decisions. It had been agreed to have an interim phase whereby the letter head would be amended and a symbol (using the words Friends of Pittville only) would be adopted. The team will hold a workshop to consider 'what are we here for; where do we want to go' to inform a public relations strategy. FC is to be asked to comment on the proposed header and the signature block. **Action: HS**

It is possible that a newsletter template be used. **Action: FC** to forward links to templates provided by ME some months ago to RR.

## 11. Green Flag and Green Heritage Site Accreditation

CA provided a written update: "Pre-judging will take place on the 20 April. The judge will inform us of any shortcomings which CBC, with our help, will put right before the official judging in June. The welcome sign is progressing (progress meeting on the 5 April) very well and there will be seven around the park before the official judging. Hopefully there will be a new sample paint panel on the Scout Hut in Brunswick Green shortly so a decision can be made on the colour. Words for the information board (about the Air Raid Precaution centre now the scout hut) will need to be written".

ME noted the amount of rubbish floating in the lake. FC responded that we raise this problem constantly. It is very expensive to clean the lake fully and professionally but a long handled scoop could be used by

volunteers. GJ noted that the chute under the Evesham Road stone bridge is full. **Action: CA and FC** to raise yet again with CBC

## **12. Pittville History Group**

There is a planning meeting on 22 April to explore the longer term aims for the group and what they can do with the material gathered. If anyone is interested in coming to that meeting, please contact HS. **Action: All**

Options to explore are extending the census work into St Paul's (as per the original project with Dunalley School, (one of the Pittville Gates HLF projects) or to move into the 20<sup>th</sup> century in Pittville. Also contact with the Brighton, 'My House, My Street' project could lead to something.

## **13. FOP web site**

HS reported that the new website is going well and there are no system problems. Trustees are asked to send event and news items to HS. These are what keep people coming back. **Action: All**

FC managed to set up a forwarding from the old URL to the new (by a phone call to the Fast Hosts help desk in the Philippines). The new site comes top of the list on Google (when she searched using Pittville). She also transferred the FOP members e-mail addresses to Mail Chimp and has sent two e-mails so far. ME asked about statistics; these are collected and will be reviewed after six months. A twitter link could be added. JH thanked FC for her work on the e-mailing and related tasks.

## **14. Planning related matters**

AL had not reported anything.

## **15. Holidays and cover**

Several trustees are away over the next two months. JH will cover for FC on secretarial duties, enquiries via the web site and e-mails to members via Mail Chimp. RR and ME will look after the bird seed dispenser on weekends.

## **17. Any other business**

**17.1 'Name the boat'** – JH reported that several names for the play area wrecked boat had been submitted; the one chosen was 'The Jolly Joe'.

**17.2 Community Pride 2016** – it was agreed that there were no pressing projects for which an application could be prepared in time (18 June)

**18. Date of next meeting** – Tuesday 24 May at 17.30 in the Municipal Offices. FC and GJ gave their apologies. Someone is needed to help prepare the agenda and take the Minutes.

The meeting closed at 19.15