

**Friends of Pittville Trustee Meeting****Tuesday 10 December 2019 6.15pm****Present:**

Trustees: Judie Hodsdon (JH), Chris Archibald (CA), Andy Hopkins (AH), Philippa Howell (PH), Janina Kay (JK), Sandy Marshall (SM), Henry Williams (HW)

Minutes: Jocelyn Potter

**1 Apologies** Apologies were received from Paul Benfield, Gloria Jones, David Richards and Robert Hyatt Williams.

**2 Election of officers** JH was unanimously reelected as Chairman, and PB as Treasurer, in uncontested elections. JH reminded trustees that she will be standing down next year.

**3 Minutes of 22 October meeting** The minutes were accepted as a true record.

**4 Matters arising** (See items below.)

**5 Finance Report** (circulated) £2000 of membership income has been received. JK is chasing about 100 lapsed memberships, with some success. SM will include another reminder in an email. £350 of ring-fenced funds has been paid to Pittville Pump Room Revival (PPRR), and £150 to Dan Espley for IT support. About £48 has been received from the Cheltenham Lottery.

**Action: JK, SM**

**6 FoP website and email progress**

JH has contacted Jan Broadway, who is prepared to take on the management for a slightly higher fee than FoP has been paying to Dan Espley. She is not used to Gridhost or Wordpress, so may recommend alternatives. JH will set up a meeting with her, to include as many as possible of the following trustees: JH, CA, AH, JK and SM.

**Action: JH**

**7 December newsletter** JH thanked AH for an interesting newsletter. AH thanked trustees for their contributions, emphasising that regular articles from Pittville History Works (PHW) are important to show the scope of FoP activities. (SM will remind Hilary Simpson (HS) of this.) Suggestions for future newsletters were: Carols in the Park (CA); weekly torchlit cycle rides (HW); Bands in the Park (JK); an interview with Dave O'Hanlon, the new events manager for The Cheltenham Trust (TCT), about the Pump Room schedule (JH); Cheltenham Camera Club (JK, who will put AH in touch with the club). CA will raise with Malcolm Walls (MW) the desirability of knowing about forthcoming events in the park. AH could also ask for notice of future events via FoP's Facebook page. It was decided that lists of new members could be added to members-only newsletters.

The deadline for contributions to the next newsletter will be in mid-February; AH will write to trustees with a specific date.

**Action: AH, CA, SM, JK**

**8 Cheltenham Lottery update** JH reported that there have been three winners among FoP subscribers, but the target for subscriber numbers hasn't yet been met. She suggested publicising the lottery again in the new year.

**9 PPRR** (letter from HS circulated) CA will keep FoP informed about PPRR's activities. JH will write to HS, wishing the organisation well. PPRR events will be listed on the FoP website, and there will be a link to FoP on theirs. The remaining ring-fenced money (£57) will be transferred; Fiona Clarke is PPRR's Treasurer.

CA reported on a meeting with Laurie Bell. TCT's five-year business plan will now have been to CBC and will be going to consultants in January. Dave O'Hanlon is the events manager for all three buildings, and Sarah Cook will lead the visitor experience team.

PPRR have produced a laminated, double-sided A4 guide, which can be handed to visitors; if a human guide is available, visitors can then ask for more information. PPRR are also pushing for catering in the Pump Room, even if only a day a week. JH said that since TCT has taken back responsibility for catering, this will be easier. PH suggested that even a coffee machine and seating would be useful. CA reported on a pop-up cafe with reading material and tasteful souvenirs elsewhere that could provide a model.

AH expressed doubt that FoP should be discussing matters that are now the business of PPRR, since that the latter is independent of FoP, and suggested that clarification of a division of responsibilities is needed. JH felt that the more contact between the two organisations, the better, and that PPRR activities – concerning the Pump Room when it isn't booked for specific events and is therefore available to everyone – could be publicised in the FoP newsletter. CA said that TCT and FoP, both charities, might want to submit a joint grant application to the heritage lottery fund; PPRR couldn't do that.

**Action: JH, PB**

## **10 Regular activities**

**10.1 Green Space Volunteers** JH reported that, after an alert from a park-user, Adrian Allen found a body in the lake and called the police.

CA is chasing Adam Reynolds about the rockery, since some planting must be done to show volunteers progress after their hard work; he will take the matter up with MW at their annual meeting about documentation for the Green Flag/Green Heritage accreditation.

**Action: CA**

**10.2 Pittville History Works** (latest minutes circulated, and an article appeared in the December newsletter)

## **11 Future events**

**11.1 Committee meetings** Dates agreed for 2020 are: 14 January, 21 April, 14 July, 13 October. AH and JP conveyed their apologies for the January meeting. A decision will need to be made for a date for a strategy meeting, perhaps in May or June.

**11.2 Drop-In, 30 January**

**11.3 Quiz Night, 24 February** SM will include an item about this in Mailchimp correspondence; PH will send SM wording for a more comprehensive January email. PH will need help on the night, and raffle prizes, and will contact trustees about tasks.

**Action: SM, PH**

**11.4 CHS Spring Show, 5 April**

**11.5 FoP Plant Sale, 9 May** It was agreed that HW's son-in-law can have a stall selling pictures of Pittville. HW reminded the committee that raffle prizes will be needed for this event too, and that a third of the money made at the 2019 sale came from raffle tickets.

**11.6 Summer social event** Ideas for this will be discussed at the January meeting. JH asked absentees to send suggestions to her in advance. A barbecue was ruled out, since HW will be out of action for two months from June. JH offered her garden for a garden party.

**Action: AH**

## **11.7 Pittville after Pitt, talk by Steve Blake, 30 October**

**13 List of responsibilities** (updated list circulated)

**14 FoP communications** (paper circulated) The paper will be discussed in January. JH invited AH and JP to send their thoughts through in advance.

**Action: AH, JP**

**15 Any other business**

**15.1 Phone box beside scout hut** CA reported that DP is still chasing BT about this.

**15.2 Facebook** AH reported that he shares whatever is sent to him, and assumes that is acceptable procedure. Following AH's mention of a message about vandalised trees, CA (who isn't a Facebook user) asked that AH pass on any information about the park to him.

**Action: AH**

**15.3 Arts Council awards** SM will circulate a request for nominations.

**Action: SM**

**16 Date of next meeting Tuesday 14 January 2020**

The meeting closed at 7.45pm.