

Friends of Pittville Trustee Meeting 18 January 2022 at 5.00pm on Zoom

Present:

Trustees Sally Thomas (ST), Sarah de Buriatte (SdeB), Sandy Marshall (SM), Judie Hodsdon (JH), Andy Hopkins (AH), Philippa Howell (PH), Robert Hyatt Williams (RHW), Janina Kay (JK), Henry Williams

Council representative Stephan Fifield (SF)

Minutes Jocelyn Potter

1 Apologies

None.

2 Minutes of the last trustees meeting, 12 October 2021

The minutes were accepted as a true record.

3 Matters arising

3.1 Meeting with police

JK said that she will report on contact with the police at the next meeting.

Action: JK

3.2 New information boards

JH said there had been a delay in receiving these, but that they will be installed as soon as possible.

3.2 Build Back Better Fund

SF reported that FoP's application for £3,300 has been successful.

4 Finance report

SdeB circulated accounts to mid-January in advance of the meeting. Expenditure has been low, apart from the cost of AGM refreshments. Income from subscriptions and fundraising has been healthy, considering the circumstances. JK suggested separating out donations from the subscriptions that they accompany to allow for more accurate reporting in the accounts. SdeB reported that one of the two card readers has been tried out, with some connectivity issues. HW will test them with a group of volunteers in the car park that will be manned for the races to ensure that all phones are compatible.

Action: JK, HW

5 Projects

5.1 Masterplan progress and funding

JH reported on the state of play. The steps and the gates around the Pump Room are the subjects of separate planning applications. The work will be done in partnership with CBC, who will do the contracting; the stages of work will be authorised by Gary Dowling, Head of Property. FoP will organise meetings to keep the momentum going. Work will begin in late summer, since there are summer events planned for the area outside the Pump Room and since tendering and procurement take time. JH is waiting for up-to-date costings before grants can be applied for, and asked trustees to agree that – in addition to the ringfenced £12,500 (and probably more from the March car park fees) – more money from the reserves can be used. AH and HW suggested that an overall plan is needed first, to include other,

smaller projects. It was agreed that ST, SdeB and JH will meet to draw up an overall budget for general expenditure, as in previous years and that the next meeting can then consider how much is available for projects. The budget will also be needed to show grant-givers. JK added that the last representative year as regards membership fees was 2019.

Action: ST, SdeB, JH

5.2 Repair of pavement in front of the gates

ST reported that Mike Beamish has submitted an estimate, and Severn Trent now need to get cost authorisation, which may result in a delay for completion. They also wish to do the sett procurement and ST has provided the correct specification. ST will follow this up.

Action: ST

5.3 Cheltenham Lottery update

ST reported that fewer tickets are being sold for FoP's benefit now, so FoP is only likely to receive £494 annually. It was agreed that SM will Mailchimp members, and ST will supply copy to SM and AH, who will encourage people via the Facebook page to buy tickets.

Action: ST, SM, AH

6 Regular activities

6.1 Quiz night, 28 February

PH requested raffle prizes, and will give copy to SM for her Mailchimp mailing. ST will put Matt Roberts, an events manager, in touch with PH, since he has offered to help with events and prize procurement. At SdeB's request, it was agreed that the entrance fee will be £7, to differentiate it from a similar subscription charge.

Action: PH, ST, SM

6.2 GSVs

In a document circulated before the meeting, CA reported that: there has been an average of 26 volunteers, and 30 in the first working party of the year; some additional plants have been ordered for Bed 38 planting in March through CBC, although FoP will pay; some replacement plants have been ordered for the north side of the west end of the rockery, and CBC will pay for them; volunteers will start reinstating the east end of the rockery at the 20 January working party; Lucy Wise (LW, Community Ranger) and John Hitchens (Community Parks Officer) started work in December, so the CBC Green Space Team is at full strength; GFA and GHSA judges will probably visit in July or August; the 2021 'mystery shopper' report was good; LW will follow up a request by St George's and St Vincent's for some of their clients to contribute to working parties. A new project for volunteers will be the improvement of the east entrance to the west side of the park from Evesham Road; JH said that she will put the gift vouchers she was given towards the planting of a hedge between the park and the next-door house, and that she will be discussing this with Malcolm Walls (Green Space Development Officer).

Action: JH

6.3 Pittville History Works

Minutes of the last meeting were circulated before this meeting by SM.

6.4 Duck food dispenser

PH reported that St George's and St Vincent's are doing a good job during the week, with clients seeing it as a satisfying task. PH takes care of the dispenser at weekends. She and ST will liaise over a refresher tutorial for ST.

Action: PH, ST

6.5 Drop-Ins

SM reported that the same loyal people attend, but she and HW agreed that the Pump Room café is noisy, with slow service. HW suggested using the boat house; SM will investigate.

Action: SM

6.6 Newsletter

AH said that the next one will be at the beginning of March, and the deadline for copy will be 20 February. He will circulate ideas and ask for leads and contributions, in the hope that the next newsletter will be more interesting than the last one, which was slightly disappointing. HW reported that he and at least two others haven't been receiving their electronic copies, and that he has had no success downloading the last one from the website. JH will check the website. JK pointed out that firewalls may be blocking access to Mailchimps, since they are sent to multiple recipients. HW suggested that in the next paper newsletter, members should be asked if they are receiving the electronic versions.

Action: AH, JH and All

6.7 Plant sale, 7 May

SM and PH will organise this, and will try to involve David Richards (DR) as a contact with nurseries; the planning group will be SM, PH, DR and ST. HW will be away. It was thought that expanding into bric a brac would add too much work. ST will ask her neighbour if he will help with the event. JK volunteered to run the raffle. SM's Mailchimp on subjects mentioned above should also give notice of the sale so that gardeners who wish to contribute plants have plenty of notice. Payments will be made in cash or by card.

Action: SM, PH, DR, ST

6.8 Race week parking

CBC need to know the days, hours, charge and rationale for FoP's involvement; HW will talk to CA, who will then email the council. It was agreed that the charge would be £20. HW will add AH to the list of volunteers.

Action: HW, CA

7 Updates from sub-committees

It was agreed that a separate meeting is needed to discuss these. It will be held at 5pm on 15 February and SM will see if it can be held at St Vincent's. AH reported that the communications sub-committee document (pre-circulated) was a list of recommendations, and that people should consider whether the ideas were good, and whether there is enough money and manpower for them. JH asked that trustees comment on the projects sub-committee's list before the meeting: which are worth pursuing, and which should be prioritised. JK will circulate figures relating to membership. ST agreed with AH that membership and communications should be discussed together, and then projects.

Action: All

8 Future events

8.1 Platinum Jubilee events

CBC have suggested a wild flower bed on the east side, at the bottom of the grassed area, using the official Platinum Jubilee mix. HW expressed the hope that it is more successful than last year's wild flower plantings.

8.2 Idea for fundraiser

ST reported that a resident of Pittville Lawn – Oggy Boytchev, who works with BBC's John Simpson – has offered a talk as a fundraiser. AH suggested that this would be very popular and that a larger venue – like the Parabola Theatre – could perhaps be used. ST will follow up.

Action:ST

9 Meeting date for AGM

ST asked that a date (for example, the last Tuesday in October) and venue be decided as Jonathon Porritt has agreed to speak on a topic related to the environment and Cheltenham carbon zero 2030 policy. Since some trustees were unimpressed by the service in the Pump

Room at the last AGM, SM will ask Dunalley School if their hall will be available. ST will find out dates on which the speaker will be available.

Action: SM, ST

10 AOB

10.1 Prince of Wales award

After the cancelation of the award in 2020 and 2021, FoP has been asked to resubmit an application. ST will apply, using an updated version of JH's original application.

Action: ST

10.2 Pump Room café

ST will circulate the Civic Society's proposals to deal with temporary structures in Cheltenham, as the government deadline for doing this has now changed to September 2022. She would welcome any comments on them.

Action: ST

11 Dates of next meetings

15 February (discussion of sub-committees' proposals); 5 April 2022 (full meeting)

The meeting ended at 6.55pm.