

Friends of Pittville Trustee Meeting 11 October 2022 at 5.00pm at St Vincent's

Present:

Trustees Sally Thomas (ST), Sarah de Buriatte (SdeB, most of the meeting), Sandy Marshall (SM), Judie Hodsdon (JH, most of the meeting), Andy Hopkins (AH), Philippa Howell (PH), Henry Williams (HW)

Council representative Julian Tooke (JT)

Minutes Jocelyn Potter

1 Apologies

ST welcomed everyone to the meeting. Apologies were received from Chris Archibald (CA), Robert Hyatt Williams (RHW) and Janina Kay (JK).

2 Minutes of the last trustees meeting, 19 July 2022

The minutes were accepted as a true record.

3 Matters arising

3.1 Prince of Wales Award application Applications for 2023 will open soon; the theme will be for projects that made a difference to the community during the pandemic.

4 Finance report

Final figures for the year were circulated before the meeting, and will be signed off by Joe Mar. It was decided that his signature isn't needed on the accounts posted on the website. SdeB reported that FoP's finances are healthy. Income was £8,094, with race week parking contributing about £6,000. A GCC grant of £3,300 will be moved to the 2022/23 accounts to pay for the new noticeboards which should be installed next year. The fundraising quizzes and plant sales were well supported. Expenditure was below budget in most areas; money will soon be spent on the website and the facility to pay for membership online (which trustees will be asked to test). SdeB will check, but it seems that the Holst Victorian House hasn't paid FoP the agreed 25% of the profit made from the joint event held in April 2022. AH asked about the Enover grant. ST reported that a legal agreement for the £40,000 award is being amended. The money can be claimed at particular stages of the project, and will go through FoP's accounts. ST will feed back to SdeB after a meeting with CBC about a procedure for claiming the money. To claim the grant, work must start by the end of 2022 and end by September 2023. The revised cost was £57,000. In addition to the Enover grant, £3,000 will come from the jubilee fund, £5,000 – plus £3,000 in matched funding – from FoP, and JH is applying for other small grants.

ST thanked SdeB for her report.

Action: ST, SdeB

5 Forthcoming events

5.1 AGM

i Arrangements HW has a key to St Paul's Church, and has had a tutorial on microphone use. All the trustees present volunteered to help set up the room, laying out chairs and scattered tables – with a table at the back for information and awards – and wine, tea, coffee and biscuits will be served. It was agreed that a drink would be offered to all members, not

just new ones. Members will be invited for 5.30. The meeting will begin at 6.00, and Jonathon Porritt will give his talk at 6.30/6.45; he will talk for 20 minutes, and then take questions. The meeting will end by 7.30. JT wondered if timings are too early for workers, but ST pointed out that most members are older and prefer to be home early. There is plenty of parking.

SM will ask for questions for the AGM to be submitted in advance, when she sends out a mailchimp. We will need to provide links to the supporting documents on the website. JH will put the documents on the website as soon as they are sent to her. Information should also be put on facebook, and ST will contact Caroline Macklin to find out when she will start managing FoP's social media activity.

Action: All trustees

ii Annual report ST circulated a draft before the meeting. She will take out individual names, since it would be impossible to mention everyone, and will expand the parking section to thank volunteers. At the AGM, she will mention highlights of the year's activities and ask members for future assistance. AH will also put a request in the December newsletter, emphasising the need for help with specific tasks and projects – and to assist officers – without the need for volunteers to become trustees.

Action: ST, AH

5.2 Quiz night

It was agreed that PH will arrange this for 13 February; she will ask about the quizmaster's fee and try to negotiate a charity rate. The ticket price will be £8. ST pointed out that quiz nights are appreciated as social events as well as fundraisers.

Action: PH

The meeting also enthusiastically accepted JT's offer of a fundraising garden party in his garden next summer and the contribution of some wine. This will be discussed further at the January meeting.

5.3/5.4 Plant sale and CHS show

The plant sale may be held on 14 May; PH will talk to David Richards about the availability of the nurseries on this date. The CHS show will be on 2 April and FoP will consider doing another lucky dip on the FoP stand.

Action: PH

5.5 November fundraising talk

Fiona Clarke has an Eventbrite account and is setting this up to take payments from 17 October. Tickets will be £10 and FoP will absorb the Eventbrite fee. AH pointed out that alternatives to booking online will be needed, and it was agreed that people can also pay on the door (in cash or using the card reader). ST said that a discount couldn't legally be offered to members without an implication on invalidating gift aid.

AH has created a flyer – to which he will add the ticket price and, on 17 October, the url from Fiona – which will be sent to members electronically. He will get 1,000 printed; 100 for the school to distribute to parents; some for The Cheltenham Trust, the library, delivery in Prestbury (PH) etc. HW will put the flyer on the Cheltenham Noticeboard when AH sends him a pdf. JT will kindly put flyers through doors at the same time as his distribution of Lib Dem leaflets.

Oggy Boytchev will run two videos; he and ST will aim to visit the school next week to check the technical facilities.

Action: AH, PH, HW, ST, JT

6 Projects - Masterplan

(See also 4 above) JH reported that changes to the three-way legal agreement with Enover and CBC are waiting for action by One legal. A landscape architect has been appointed and an engineer will follow. Final costs aren't available until work starts.

7 Regular activities

7.1 Green Space Volunteers

In CA's absence, ST reported on the good turnout by volunteers and the need for projects on the west side of the park. JT drew attention to drug dealing in the overgrown area around the badger sett. HW suggested making the path across the golf course more permanent, rather than one of bark chippings which are labour-intensive to put down. JH suggested an outdoor gym and ST a concrete table tennis table. These and other projects will be discussed at the January meeting.

7.2 PHW and HODs

SM circulated the minutes of the latest PHW meeting before the meeting. Attending meetings and preparing for HODs could be a task for a new volunteer. AH said that manning the stall on the Promenade was fun and useful, with interest from young people, but that many more newsletters were needed to give away.

7.3 Duck feeder

PH reported that the feeder still jams frequently, and that the arrangement with St Vincent's will need to be renegotiated after the charity's move to Lansdown. ST suggested a more modern feeder for the west side of the park. AH suggested changing the current one to a contactless one. Various suggestions were made for moving it close to a power source. *[ST has subsequently looked at a duck feeder installed in a park in Somerset which is solar powered. It was provided by an organization that recently contacted CBC about this.]*

Action: PH

7.4 Drop-ins

SM reported that the venue is convenient but noisy. ST asked for suggestions for alternatives.

7.5 Newsletter

AH reported his unhappiness with Colour Co, the printer, which has become inefficient and uninterested since a change in personnel. He will phone around for quotes. HW suggested AJ Green (01242 231385), and PH suggested Inkspot.

The deadline for copy for the December newsletter is 15 November and suggestions for a theme would be welcomed. ST will contribute a Christmas message. PH will talk to Karen at Aim Up (the new name for St Vincent's) with a view to a piece on the charity.

Action: AH, ST, PH and all trustees

8 Meeting dates for 2023

Suggested dates were: 17 January (when AH and JP are likely to be away), 4 April, 11 July (when SdeB is likely to be away), 10 October, with a strategy meeting in June and the AGM in October. The January meeting will be held, and the rest of the dates confirmed at that meeting.

9 Cheltenham Heritage Strategy proposed by Civic Society

ST asked whether trustees are happy for FoP's name to be put to the letter proposed by the CS to CBC regarding the creation of a heritage strategy for Cheltenham. After some heated debate on the two documents produced by the Civic Society (minutes of a meeting and a draft letter to CBC), it was agreed that FoP would allow its name to appear as a supporter of the heritage strategy letter, providing it was neither political nor campaigning. FoP will need to see what action is proposed as it does not currently have spare resources, but it could contribute work that has already been done in the past. ST will appraise Andrew Booton of the decision.

Action: ST

10 AOB

10.1 RHW He is standing down from the committee as he is moving away from Cheltenham, but still hopes to be a GSV and help with HODs activity.

10.2 Race week parking JT reported on a plan by GCC Highways to close Albert Road and part of Evesham Road (from the play area to the racecourse) so that drunks won't be walking

through traffic. There is a proposal that it will be piloted in November (on 11 and 12 November). HW pointed out that access would therefore be closed to the Albemarle Gate car park – and it was agreed that access from Tommy Taylor Lane would be less obvious and potentially problematic if the car park were full. JT will report to GCC that the plan will cause a problem to the fundraising efforts of a local charity and ask if there is a consultation process. He also said that Stefan Fifield, as the county councillor, would have a stronger voice.

Action: JT – and SF? *[Update: ST has emailed SF for further clarification.]*

10.3 Cheltenham Lottery ST has been involved in a video proposed by CBC on celebrating three years of the Cheltenham Lottery. Income to FoP from the lottery has fallen by about 40% from 2021 and it is a good source of income, so at the AGM ST will encourage members to play as there are good prizes to be won.

11 Date of next meeting

The AGM will be on Tuesday 25 October at St Paul's Church at 6.00pm.

The meeting closed at 6.46pm.