



Minutes of the Trustees' Meeting Tuesday 13 March 2018 at 18.15 at the Municipal Offices

Present

Judie Hodsdon (chair), Paul Benfield, Chris Archibald, Philippa Howell, Gloria Jones, Sandy Marshall, David Richards, Hilary Simpson and Henry Williams.

Non-voting representatives: Dennis Parsons and John Payne.

Abbreviations: CBC = Cheltenham Borough Council; CHS = Cheltenham Horticultural Society; GRCC = Gloucestershire Rural Community Council; GSV = Green Space Volunteers; PHW = Pittville History Works; TCT = The Cheltenham Trust

1 Welcome

Kristen Pye (KP), TCT Volunteer Co-ordinator, was welcomed to the meeting as an observer.

2 Apologies

Fiona Clarke, and non-voting representative, Adam Lillywhite.

3 Minutes of last meeting, 16 January 2018

The Minutes were accepted as a true record of the meeting.

4 Matters arising

Para 7 Corporate membership - FC had sent the form to the Pittville Lawn Dental Clinic but GJ reported that they had not yet returned it. No progress had been made re Student Village membership as the opening had been postponed due to snow. It was decided to delay producing a flier for businesses until the logo/artwork has been redesigned but HS will contact them informally as part of distributing the next newsletter. **Action: HS**

Para 10 Christmas decoration – it was decided that it would not be appropriate to use FOP funds for this unless there were to be some outcome in line with FOP aims. So no further action will be taken unless someone came up with a good idea.

Para 16 Strategy meeting – PB has offered to host this and it was decided early June would be good timing. JH and PB will sort out possible dates and notify others.

Action: PB and JH

5 Finance/Gift Aid

The accounts had been circulated. PB reported that funds currently total £12.5k and that income and expenditure is broadly in line with expectations. It was pointed out that £4.5k of the total is earmarked to pay for the Park development masterplan. PB and GJ have put a lot of work into making sure membership records are accurate before submitting a gift aid claim later this month.

6 Pittville Pump Room Visitor Access

HS reported that the restrictions on visitor access had not been subject to consultation or good communication and had come as a surprise. However, as a result of public pressure, the original arrangements have now been restored. It was generally agreed that there is now an opportunity to

improve visitor access. A meeting had taken place with David Emery, TCT's hospitality manager and champion for the PPR (HS, FC and CA attending for FOP). He proposed that a PPR Heritage Working Party should be set up to consider improvements in visitor access and interpretation using volunteers. KP then described the way TCT uses volunteers, primarily at The Wilson but increasingly at the other locations. She is keen to develop volunteering at the PPR, preferably in time for Volunteers Week in June. Just as GSV work under the overall aegis of CBC green space staff, volunteers at the PPR would come under the TCT umbrella. It was agreed that this should be taken forward, CA reminding the meeting that it will be good to have some progress to report to the Green Heritage judges later in the year. KP will approach David Emery about setting up the working party and pressure should also come from the FOP direction. **Action: CA/HS and JH**

7 Landscape Area Masterplan

The masterplan covering the various areas for development around the upper lake and the PPR has been produced. FOP is covering most of the £5k cost (from funds raised by running the race weeks car parking). CA gave a summary of the plan indicating that much of the work would require contractors and would need to be paid for from grants and sponsorship. Some work could be carried out by the GSV. The next steps are to get comments on the plans, to prioritise the work and get costings. The plan has been circulated to trustees and they were asked to provide any comments to CA. It will also be on the FOP stand at the CHS show on 18 March for public comment and it will appear on the FOP website (probably after the first round of comments have been incorporated).

8 Newsletter

The next newsletter (large circulation) will include items, among others, on PPR access, the masterplan, drop ins finishing, quiz night, race week carparking, tree felling, and future events (the Park Bioblitz, the FOP plant sale). It will also include the first of a series of interviews with FOP trustees, members and park users, beginning with PB. SM asked for any copy to be sent in by 23 March.

9 FOP Style

It was generally agreed that FC's proposal to commission Art Works to come up with a FOP logo and associated artwork should be pursued with all considering the quote of £420 (including VAT) was very reasonable. FC will be contacted to confirm how she proposes this should be taken forward. **Action: JH**

10 GDPR

FOP members had had an initial introduction to the implications of GDPR in the last newsletter. The next step will be a meeting for those trustees most involved (JH, PB and GJ) to consider further communication with members. **Action: JH**

11 Learning in the Park

Work is proceeding and is on track to meet the Community Pride grant deadline of late summer. Input is needed now on the local geography/geology. Access to the content via the FOP website is under discussion.

12 Past Events

Quiz Night 5 February – PH reported that it had been very successful with £347.50 being raised. There were 61 quizzers including some Bradbury Gardens residents for the first time. The committee recorded their thanks to Amanda Slayton-Joslin for once again organising the event.

Talk to Cleeve Hill Tangent – this had raised £45.

13 Future Events

CHS Spring Show 18 March – a rota to man the FOP table has been drawn up and FC has provided FOP literature

Blue Plaque unveiling 10 April – this is honouring Florence Earengy, a suffragist, who lived at 3 Wellington Square. FOP is making a contribution towards the cost and will be invited to attend the

ceremony. Invitations to join the celebration inside the house are limited by space but anyone is welcome to watch the proceedings outside. The event will be publicised on Facebook. **Action: HS**
FOP Plant Sale 5 May – CA will proceed with the planning once the race week carparking has finished

Civic Day 16 June – HS reported that it was to be concerned with recording street clutter but it was not known if this included areas of interest directly to FOP. [Note HS established that it is to be confined to the High Street]

Midsummer Fiesta 7 July – no further information was available to suggest it would be useful for FOP to participate this year. It was decided to see if this year's event was more charity-focused and possibly take part next year when fundraising for the Park projects may be underway.

FOP Garden Party date TBC – CA reported no further progress yet in discussions with Bradbury Gardens. **Action: CA**

Heritage Open Days 13-16 September – HS reported the subject will be famous women and that there are some Pittville candidates – further details in due course. **Action: HS**

14 Green Space Volunteers

CA reported that for the first time ever two consecutive working parties had had to be cancelled (staff sickness and the weather). The race week one will take place but numbers are expected to be reduced.

15 Pittville History Works

HS had circulated the agenda and minutes of the last meeting. Much of the possible recording of data had been done so work was turning to writing up stories of local people and buildings.

16 Duck Feed Dispenser

This is being managed by AH in FC's absence

17 Race Week Car Parking

This had got underway but takings will be down on last year because conditions are likely to be too wet to use the grassed area on most days.

18 AOB

DR reported that Radio Gloucestershire is recording volunteer hours. CA and HS will provide estimates for DR to pass on. GJ said that the tree stump is still blocking the pavement in Evesham Road. JP said he had reported it on 3 occasions already but would do so again.

The date of the next meeting is Tuesday 9 May at 6.15pm

The meeting finished at 8pm