



**Minutes of Friends of Pittville Annual General Meeting held on Tuesday 30 October 2018
at 6.30pm, at Dunalley Primary School**

Abbreviations used: FoP = Friends of Pittville; CBC = Cheltenham Borough Council; PHW = Pittville History Works; PRAG = Pump Room Action Group

Trustees present:

Hon Chairman Judie Hodsdon (JH)
Hon Secretary Fiona Clarke (FC)
Hon Treasurer Paul Benfield (PB)
Membership Secretary Gloria Jones (GJ)
Adrian Allen (AA, from October 2018)
Chris Archibald (CA)
Andy Hopkins (AH, from January 2018)
Philippa Howell (PH)
Sandy Marshall (SM)
David Richards (DR)
Hilary Simpson (HS)
Henry Williams (HW)

Minutes:

Joc Potter (JP)

The meeting was attended by 59 members of FoP.

1 Welcome

JH welcomed everyone to the 12th Annual General Meeting of the Friends of Pittville and thanked Dunalley Primary School for making the school hall available for the meeting. She referred members to supporting documentation on the website.

2 Apologies

FoP members: Sarah Allen, Alison Ayres, David and Rosemarie Bromley, Nick and Maureen Edwards, Anthony and Hellen Harrison, Peter Jones, Monica Long, Desmond Marshall, Dennis Parsons, Andy Price, Anita Richards, Anne Roberts, John Simpson, Mark Soo, Sally and ARK Thomas.

3 Minutes of the last Annual General Meeting, 16 October 2017

The minutes for last year's AGM were on the FoP website and JH hoped that everyone had seen them. No comments were received before the meeting, and the minutes were unanimously accepted as a true record. Proposed by HW and seconded by PH.

4 Matters arising

8.2 Links with University of Gloucestershire: JH reported on two meetings at Pittville Student Village: one to discuss how FoP and the Village could work together, and one a visit to look around the site. FoP is now delivering newsletters to the Village and sending emails about working parties in Pittville Park. It seems likely that staff members, rather than students, will join working parties, although there has been no participation yet. A member of the university science department is interested in setting up a nature trail and PHW are also working with a university staff member.

5 Treasurer's report

PB referred members to the accounts for the year ending 30 September 2018, which are also available on the FoP website.

Expenditure of £4304.93 had been approved by the trustees for normal activities. These activities included producing the four newsletters, maintaining the website, work on behalf of the charity and public liability insurance as well as expenses relating to fund-raising activities (such as maintaining the duck feeder), volunteering (in the park, for example) and new educational materials for schoolchildren and families visiting the park. Money was also spent on other small projects, such as the installation of a blue plaque.

An additional, specific project was the commissioning of a masterplan for the regeneration of parts of the eastern park, which was paid for by revenue from car parking in the Albemarle Gate car park taken in the 2017-18 year and in previous years.

Income for the year of £5,307.36 came from membership fees, fund-raising, donations and money recovered via the Gift Aid scheme. Overall, the charity spent £807.57 more than it received, but still had a surplus in the bank of £9,368.51. When small debts are paid, this will be £9,042.86. The surplus has been allocated to two reserve funds: a general fund for normal activities, including existing projects, and a second fund for projects arising from the masterplan. Although slightly lower than last year, these funds provide reasonably healthy reserves.

PB thanked Joe Mar, the independent examiner, who – with PB and JH– signed off the accounts as being consistent with FoP's records and giving a full and fair view of the charity's financial activities. The accounts were also approved, prior to the AGM, by the trustees.

CA pointed out that a CBC grant award of £1,000 will soon be claimed to offset the cost of the learning resources project.

The accounts were accepted unanimously. Proposed by David Black. Seconded by DR.

6 Chairman's report

JH summarised her formal annual report, which is available in full on the FoP website.

Major achievements during the year included the following:

- the work of bi-monthly Green Space Volunteers working parties, usually involving at least twenty volunteers each time, doing regular tasks such as cleaning the underpass and litter-picking and one-offs like clearing the shrubberies behind the Pump Room and planting snowdrops;
- progress on the projects to improve four areas in the park around the upper lake and the Pump Room, in partnership with CBC. This includes the completion of a masterplan. Work to clear the lakeside rockeries will begin in November.
- coordinated by CA, the production of online learning material for schools and families planning to visit the park, already generating positive comments from teachers;
- the continuing research of the PHW group, which has also been publishing articles (on subjects such as the impact of slavery on Pittville). Members are encouraged to look at the PHW website.
- the erection of a blue plaque at no. 3 Wellington Square, in memory of suffrage campaigner Florence Earengay;

- the promotion, with the Cheltenham Trust, of the Pump Room as a visitor attraction, by an action group (PRAG) led by HS. Some FoP members have joined a group of volunteer guides, an initiative that proved very successful over the summer.
- the publication of four newsletters by SM and AH, with distribution organised by GJ.
- a tree walk, which it is hoped might be a regular event, led by CBC's Senior Tree Officer, Chris Chavasse;
- a well-attended quiz night, which will be repeated – probably on Monday 18 February 2019;
- a plant sale, which will also be repeated – on Saturday 4 May 2019;
- liaison with Pittville Student Village, which it is hoped will lead to their involvement in park activities;
- the posting of a new privacy policy on the website, and the checking of membership information to ensure conformity with new General Data Protection Regulations;
- the commissioning of a new logo and a revised design style and editorial guidelines for publications.

The monthly drop-in coffee morning for members was dropped due to lack of interest, but there has been a new move by some members to reinstate it, possibly together with members of the Holst Birthplace Museum.

From the floor, William Lewis reminded the meeting of FoP's contribution to a Channel 4 documentary, presented by Alice Roberts, which featured the Pump Room (with FoP star FC) among other Cheltenham sights.

The Chairman's report had already been approved by the trustees, and was accepted unanimously by the meeting. Proposed by HS. Seconded by Jenny Ogle.

7 Election of trustees

JH reminded the meeting that trustees are elected for three years. CA, FC, JH, GJ, SM and DR therefore needed to be formally re-elected by the AGM for a second term while two trustees, AA and AH, who were appointed during the year, needed to be elected by the AGM. The eight trustees were unanimously elected en bloc. Proposed by Susie Panikkar. Seconded by Angela Brassey.

8 Any other business

8.1 Chairman's thanks: JH thanked all the volunteers for their work tending the park and manning the car park; contributors to the learning resources; newsletter distributors – and her fellow trustees, without whom nothing would happen. She particularly thanked HS, who is standing down as a trustee but will continue to be involved in the PHW and PRAG groups. She also thanked JP for keeping records of meetings.

8.2 Park Run: As a participant, David Black offered the group's services in working with park volunteers on identifying and laying down new woodchip paths which would help group members and other park users. It was decided that he and CA would discuss this welcome assistance after the meeting.

9 Date of the next Annual General Meeting

The next AGM will take place on a date to be decided in October 2019.

JH concluded the formal meeting at 7.15 pm.

Following the meeting, local historian Stuart Manton gave a very interesting talk entitled 'Pittville's zoo wars – how Pittville nearly came to have a zoo', and responded to a number of questions.