



Minutes of Friends of Pittville Executive Committee Meeting – 6th August 2007

1. Members Present

Chairman – Tony Mason (TM)
Hon Secretary – Ron Pattinson (RP)
Hon Treasurer – Paul Weston (PW)
Ward Councillor - Dave Prince (DP)
Ward Councillor - Diane Hibbert (DH)
Park Watch – Desmond Fitzgerald (DF)
Fiona Clarke (FC)
Anne Roberts (AR)
Judy Langhorn (JL)
Arran Stibbe (AS)
Rosemary Mansbridge (RM) CBC

1.1 Apologies

Colin Eynon (CE)
Roger Turner (RT)

2. Minutes of Executive Committee (Excom) Meeting – 10 April 2007

The minutes of the previous Committee Meeting were unanimously approved as being a true record of the meeting.

3. Matters Arising (Previous Minutes' reference)

3.1. Leaflet Drop (3.1)

The abbreviated membership list has been sent to Excom members.

Action: Closed

3.2. Small Grant Application (3.3)

This item remains on hold pending the results of the application for a Project Planning Grant (PPG) from the Heritage Lottery Fund (HLF).

Additional information on funding from Green Space (<http://www.green-space.org.uk/index.php>) has also been passed to the two Ward Councillors.

Action: DH & JC

3.3. Young People's Heritage Grant (3.4)

No report on progress has been received to date. DP will contact JC again and report back on further progress

Action: DP & JC

3.4. Sponsors (3.5)

TM reported on the very positive meeting held with Mr John Pinfold, Executive Officer of UCAS, with RP also in attendance. Mr Pinfold expressed an interest in future projects and events which may be planned by FoP and agreed to maintain a line of communication via the FoP mailing list.

Action: Open

3.5. Notice Board (3.9)

DP advised the meeting that the Pump Room management had refused to release the notice board situated near the car park. **Closed**

DP also advised the Excom that the notice board for the children's play area had still not been erected and that the other one for the cafeteria area may have been appropriated by another ward. DP will contact JC to resolve both these issues. **Action: DP and JC**

3.6. Correspondence Received (3.14)

TM advised the Excom that Cllr. Diggory Seacombe (DS) had assumed the responsibility of Leader of the CBC Cabinet. At an informal meeting, RP and DH drew DS's attention to the role of the FoP and its website, and reminded him of the commitment given by his predecessor to provide timely CBC press releases to FoP and for publication on the FoP website. TM, DH and DP please monitor this.

Action: TM, DH & DP

3.7 Projects

RP briefed the Excom on the result of the survey carried out via FoP membership, website and newsletter. There had been approximately 85 responses and the result was discussed. These results will be added to the website shortly **Action: RP**

TM suggested that Excom members now reflect on the responses, plus some others forwarded by RP, to come up with a representative list which can be presented to the HLF working group after the anticipated favourable response to the resubmitted PPG application.

RP again referred to Jephson Gardens in Royal Leamington Spa, as recommended by one of the FoP members, and recommended Excom members to try to visit it to see what aspects may be relevant to Pittville Park.

Action: All Excom Members

4. Progress Report on Project Planning Grant Application

Rosemary Mansbridge briefed the Excom on the current status of the PPG application. The papers which have been submitted to the HLF in support of this bid were forwarded to the Hon Chairman and Hon Secretary and have now been sent to the Excom members also.

RM was able to give details of the very helpful responses and subsequent meeting with those in the HLF who dealt with the original submission. Advice was given on where and how to strengthen the application, which was resubmitted at the end of June. The result is due in September.

RM advised that the Stage I application under the Parks for People initiative has to be submitted by September 2008 so the time scale for putting this submission together will be very short and a committed working group will be needed. External expert advice will be utilised and representation from FoP will also be an integral part of this group.

TM suggested that, in view of the truncated time scale available that as much as possible to set up the working group should be done in advance of the result of the resubmission in the anticipation of a favourable response from the HLF.

TM also reminded RM of the commitment made by JC to provide FoP with timely information on the progress of the whole HLF project.

FoP wish to record their appreciation of the thorough preparation and obvious hard work put into the resubmission of the PPG application by the officers of the CBC.

5. Reports from Liaison Members

5.1. University (AS)

The University is starting a major initiative this year - a new Sustainability Institute, and hopefully that institute will be able to liaise with the Friends of Pittville and generally involve the university more with the

local community. A new professor has been appointed to lead the institute and she will be joining the university shortly, but it will take some time before the institute is up and running."

5.2 Dunalley School (AS)

AS reported that he had had no replies to his emails and a fax to the School. He also expressed the difficulty of trying to make contact without a specific matter to discuss. DH offered to help by contacting the chairman of the Board of Governors. **Action: DH**

5.3 Pittville School (JL)

JL reported that she had had some informal contact with school pupils in the park, canvassing their opinions on the facilities of the Park for their age-group. There was a feeling that, while there is a specific area set aside for the skateboarding group, there is not a dedicated area where other teenagers can meet.

6. Friends of Pittville Membership and Funds

Currently, the FoP membership stands at 130 and the bank balance at £602.

7. Committee Membership

8.1 Vice Chairman

It was proposed by TM that the constitution be revised to allow for the appointment of a vice chairman. This was carried.

8.2 PARA Co-opted Member

The Chairman reiterated that it is essential to maintain a good working relationship with PARA and to preserve the line of communication with PARA via the co-opted member of the Excom.

Since the position of PARA co-opted member is currently vacant, TM will invite PARA to provide a new co-opted member. However, it was the consensus of the meeting that the appropriate level of representation from PARA was an ordinary committee member and not one of the officers of PARA. **Action: TM**

8. Any Other Business

8.1 In view of the fact that St Paul's is an important and integral part of the Audience Participation Plan for the Park, there was some concern that there had been no feedback at all from this area. RP explained that Pittville Estates, one of the Friends of Pittville (FoP) sponsors, had undertaken to distribute the newsletters along with their own flyers in this area. AS, who lives in the St Paul's area, could recollect delivery of only one of the three newsletters so far published. RP would seek clarification of the extent of the delivery in this important area by Pittville Estates. **Action: RP**

8.2 The subject of advertising in the newsletter was again raised. The fourth issue of the newsletter, due in September, will see the end of the current sponsorship agreements. More sponsorship will be required for the coming year and a possibility has been suggested that a short "Feature on a small local business" could be appropriate to carry in the newsletter. It was pointed out that it would be necessary to avoid the appearance of favouring a particular business, especially if it were to be a free entry. Making a contribution to the FoP Funds in return for this feature would remove any possible hint of bias and would help to maintain a cash flow. FC volunteered to investigate further. **Action: FC**

9. Date of Next Meeting and AGM

The date for the AGM is set for Wednesday 24th October 2007 to allow time for the result of the PPG application to have been received and the future course of action to be considered.

The AGM will be preceded by a meeting of the Excom at TBD **Action: All Excom Members**

DP and DH will liaise with Pittville / Dunalley Schools as possible venues for the AGM. **Action: DP and DH**