



**Minutes of the
Annual General Meeting
Friends of Redcatch Park
Held
27th January 2025 6.00pm**

1. Introductions / record of Committee attendance

The Chair and Committee welcomed all present to the AGM. Sian thanked people for the support over the last year which has been a steep learning curve!

Committee Present: Sian Ellis-Thomas (Chair), Lesley Powell (Vice Chair), Mike Alden, Claudia Collins, Ben Skingly, Sandra Sandclife, Jeremy Backhouse, Lucy James.

Public / subscribers present: Lowri Shears, Jo Shears, Laura Chapman, Keith Farley, Malcolm Clark, Cllr Toby Wells.

2. Apologies: Teresa Henstridge, Naomi Rolaska

3. Approval of minutes last meeting (November 27th 2024). All present approved minutes.

4 Accounts / Financial update / Companies House Confirmation compliance

a. Separate financial summary (see attached).

b. £1000 Funding from 'Walking Football' –

This was a gratefully received and generous donation by the Walking Football group (Via Ian Brailey) to FoRP for the purchase of equipment related to football, for use in the park. Some junior goal nets and other equipment was purchased by Park Knowle FC for use in the park by their junior teams, costing the full £1000.

c. Funds expended in the Park in 2024 (WECA) –

The park benefitted from some of the funding that Redcatch Community Garden (RCG) received from the West of England Combined Authority

(WECA) Pollinator Project, which enabled some new shrub and tree planting as well as some weed suppressing mulching. **(see separate report below under 'volunteer activities')**.

d. Funding from / via Bristol City Council (BCC).

We still have a total of **£63k** to spend on benches, notice boards and something new for the children's playground. We have the instructions from BCC Landscape works & Play Manager and will progress this in 2025. Nothing happens quickly with the council, but we'll keep committee and park users apprised as things move forward.

We are looking to place 3 new picnic benches within the park – up to four replacement notice boards and a replacement roundabout in the playground.

We are very grateful for any funding we get to spend in the park to improve it for the community

- e.** As part of our legal obligation, we have filed our annual confirmation statement this month to Companies House and year end accounts will be submitted to HMRC in February / March. At that time the documents will be available to be viewed and download from the Companies House website. We will also upload these to our website.

Cllr Wells asked whether a shout out for a volunteer accountant to support our annual accounts submission would be worthwhile, considering the high cost of the accountancy to our small organisation. We advised that we had done this before but agreed that it is a good idea to it again.

5 Chair's report: Attached.

6 Tennis Court Update (extracted from Chairs report)

The new courts model started operating on May 1st. There have been no hitches and the system has operated very successfully.



Annual Membership is **£35 per household** or £5 per hour.

The Bristol Park’s Tennis Model operates via a **grant** available from the **Lawn Tennis Association (LTA)** in collaboration with **Bristol City Council** and is **managed by Wesport Sports Charity**. All monies raised from the pay to play model is used for the maintenance and management of the courts and to fund free/subsidised sessions. Planning permission is proceeding for two floodlights to extend play in the darker months. These are expected to be installed during 2025

Results May – November Supplied by Wesport

MONTH	BOOKINGS	% OF HOURS AVAILABLE
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Nov	373	33%
	4835	39.5%
	Target for a busy club	35%

Memberships (households with membership that have used the courts) 149

Total Contacts (individuals that have interacted with the system, to book a court, buy a membership or book coaching) 301

N.B The total ‘users’ of the courts is much higher as the memberships and contacts figure do not include all players on the court booked. This is at least two but often 4.

There have been several coaching/playing initiatives including:

- Mental health & Wellbeing
- Beginners & Improvers Coaching Courses with an LTA Coach.



- School - **Hillcrest Primary School** used the courts in 9th July for a school tennis festival. The courts were **provided free of charge** and the school offered further regular sessions.

Wesport are very open to any suggestions for free sessions to be provided to particular groups in need.

This winter the following classes are available:

- Mental Health & Wellbeing - Friday
- Cardio Tennis - Friday
- Adults Beginners & Improvers - Friday
- ACEZ Disability Inclusive Tennis - Saturday

Wesport and Bristol City Council Sports Department are very happy with the operation and bookings since the launch. We've witnessed the courts being well used and had good feedback from those using them. Obviously there are no records of the numbers using the courts prior to the introduction of the new model, as it was turn up and play system, however WESPORT advise that the usage figures being achieved in our park exceed the target based on other clubs.

All in all, we see the Bristol Tennis Model at Redcatch Park to be a great success and we certainly have a better facility as a result. We're looking forward to this year being even more successful.

A council spokesperson from BCC said:

The council is pleased at the performance of the tennis contract at Redcatch and encouraged by the use of the refurbished courts by the community.

Work continues to progress on the floodlights project and is currently with BCC planning department.

The contribution to BCC by the operator (Wesport) to the sinking fund for Redcatch Park tennis courts is already underway which will ensure sustainability of the facility in the future.



7 Pavilion Sport Asset Transfer (SAT) update

Over the past six or so years, Mike Alden and Park Knowle FC Committee together with RCG have had meetings with BCC about the potential of Park Knowle FC, in collaboration with RCG, taking over the running of the Pavilion under a Sports Asset Transfer (SAT).

As far as we understand the process has stalled again pending the next round of funding from the FA being available, for which we understand BCC will apply. The funding, if successfully obtained, will go towards the necessary renovation of the Pavilion needed to make the changing rooms etc compliant with FA rules. FORP have supported Park Knowle FC on this initiative throughout and will continue to do so. Park Knowle FC pay BCC to play on the pitches, however they cannot, under FA rules, play adult teams on those pitches as there are no compliant changing facilities. This has a huge impact on Park Knowle's ability to offer playing field space / game time for their 15 football teams and prevents new teams being set up as a result. Park Knowle FC were / are willing to get help from the community to refurbish the building but cannot do so without a SAT agreement. **The ForP Committee asked Cllr Toby Wells to investigate and report back with an update.**

8 Volunteer activities 2024

During the last year we've been able to start a regular volunteering session in the park as we had the offer of much needed regular help from some more people from the local community. Sian, Les, their partners Steve and Keith who were doing ad hoc sessions, but feeling quite overwhelmed with the tasks needing to be achieved, have now been joined by Jeremy and John on a weekly Thursday morning session. Lowri, our fabulous student, who also does half a day on another day of the week means that we've really made inroads into the weed control and bed clearing. In addition to this, working with RCG, we facilitated a number of Corporate Volunteer groups which provided some much welcomed intensive, one day labour to help with



weeding, clearing, mulching and planting. These large groups alongside our regulars, really mean we've been able to push on to reduce the very overgrown borders of invasive couch grass, nettles and rampant bindweed, brambles and Burdock!

At the end of the year, we've also planted a further two sacksful of summer bulbs that have either been donated or provided at low cost. We're hoping to see these bulbs popping up soon alongside the 2000 or so bulbs we planted last year!.

We are continuously grateful to the lovely Karen Rich (and her partner) who litter pick in the park every week. Very rarely is there any litter in the park and that is predominantly down to this amazing couple.

WECA pollinator funding - the park benefited with the following elements, as a result of the WECA pollinator funding awarded to RCG. In partnership with RCG the following activities took place:

- a) A long line of whips of relatively slow growing, native shrubs was planted along the park boundary with the rear of Stoneleigh Crescent and Redcatch Rd. We mulched around the whips and have since continued to weed regularly. The hedge is looking good so far with very few failures.
- b) The WECA funding also provided us with a large amount of mulch, to help in our fight against the invasive weeds. We weeded the two round beds in the park. (one near the car park and the Rose Bed at the top end of the park), previously subsumed with couch grass, nettles and bind weed. We covered the soil around the existing shrubs with cardboard and added the mulch on top. In both these beds we've also planted some new roses and other flowering shrubs also provided by RCG from the WECA funding.
- c) Near the car park entrance, backing onto the Community Garden, RCG and their volunteer groups have created two beautiful pollinator garden areas. These are filled with wildlife attracting features and plants known for their attraction to pollinating insects.



- d) The 'wildflower bed' near the main pedestrian entrance off Redcatch Rd has also been dug over (having also been overcome with couch grass) and replanted with pollinating plants and wildflower seeds.
- e) Also along the hedge on the boundary with Redcatch Rd some flowering climbing plants (such as clematis) have been introduced which hopefully will grow up within the hedge border and brighten it up with lots of flowers!

Thank you to all our amazing volunteers, we're very grateful for your time!

9 Events planned 2025 (extracted from Chairs report)

After the huge success of the Redcatch Balloon Launch in 2023, we wanted to celebrate this year with a bigger, better event.

Hold the Date! - The Big Picnic -21st June 2025

We are in the process of planning a free to enter **community** day to help promote a safer and friendlier **community**, bringing the **community** together and making it aware of all the amazing organisations and initiatives available for everyone in Knowle. We will invite the **community** to join us for a picnic in the park. We are already collaborating with Redcatch Community Garden to hold the event.

Our current vision is for the event includes (but not limited to!):

- Sunrise and Sunset **Balloon Launch**
- Sunrise Yoga
- Community Fair (stalls representing local organisations providing services to the community)
- Dog show
- All day cinema
- Dance Demonstrations
- Live Music
- Live Art demonstration
- Crafts
- Stalls
- Street Food
- Bouncy Castle
- Magician
- Children's Activities
- Face Painting
- Grand Raffle
- History education



We have the initial green light for this event from BCC events department and are now proceeding to make the requisite application, as well as applying for funding and help /sponsors to fund this free to enter community event.

10 CIL funding update (Cllr Toby Wells)

Community Infrastructure Levy (CIL) money is money BCC receives as a result of city wide construction developments. A relatively small percentage (15% less management charges) is available for local communities to bid for enabling improvements in local facilities. The remainder is used for city wide large infrastructure projects.

Boundary changes – following the change from Mayor system to Committee in Bristol, Knowle ward is now part of the same Area as Brislington West, Brislington East and Stockwood.

In the current 'pot' for the whole area is £9k for this year. Cllr Wells considers it may not be worth inviting bids for this however, looking forward there should be circa £90k in the pot, for which bids are invited. All the 4 wards are represented by all four parties, so a split is likely equal all ways.

The deadline for bids is 28th Feb 2025. Each area is recommended to bid for small projects (£2 -4k would be welcomed). The Feb 28th deadline may be extended. (TBC). Meetings at the end of Stage 1 will be held after which bids will be prioritised. The Park Centre will be facilitating the meetings.

Cllr Wells explained that local business who work on BCC procured contracts have a 'social value' obligation to meet, which means they have to provide a free service to a community facility within the area in which they are based. The Green party Cllrs have been looking at local businesses such as Jeff Way Group who may be carrying out some free of charge work with RCG and Jubilee Pool.



Cllr Wells confirmed that he and Cllr Hayward would be happy to support with Grant funding applications that community groups can apply for – eg Arnos Vale letter of support for funding with their Ash Dieback works.

11 Redcatch Quarter Development Guest speaker LC

Laura Chapman attended the meeting to update those present (in so far as is possible / permissible at this stage) on the development at Broadwalk. Due to the current status of the development negotiations with the BCC Planning team, there is very little that can be advised, until the first stage of those negotiations have concluded. This is nearly complete and Laura is hoping that public meetings to reveal the outline details of the new scheme can take place in late Feb. An official public consultation would then follow in the Summer, once the plans are more fully fleshed out.

Laura provided the background to the Judicial Review (JR) which commenced when a crowd funding appeal by the Broadwalk Redevelopment Community Group, Led by Laura, enabled the funding of the initial legal challenge to the Planning Process which the public felt had not followed due process. Once permission to proceed to a JR had been granted by a judge, the barrister appointed by Laura & Helen agreed to continue the case Pro Bono (so no more funding from public needed).

After a long process, the Developers finally agreed to 'negotiate' – which is all the team led by Laura had ever wanted. This has taken quite some time, but finally a point being reached where Laura & Helen felt they could not push back anymore, and that the scheme had been reduced to its minimum possible size. They then had to consider whether it was worth allowing the JR to continue as this could have taken 2 years (estimate) and the end result may (likely) to not be any different / or worse. It was therefore agreed to withdraw from the court case and stop the JR.

The scheme currently on the table is likely to deliver a significantly smaller scheme to that originally proposed. Since the settlement was reached, the developers and BCC



planners have been discussing the potential option to amend the existing planning, thus saving a fresh application being submitted. Until that is certain, no details can be shared, but Laura & Helen hope to be able to share the plans in public meetings in late February.

On behalf of FoRP and the wider Knowle Community, we are very grateful to Laura and Helen for all their hard work and determination to get us to this point. It is a significant achievement to have got to this point and is the best outcome for Knowle.

12 Voting of Committee

All Committee members stood down.

Voting for new Committee:

Julie Osborn has stepped down from the committee and as a Director of FORP due to work commitments and Cambell stepped down during the latter part of 2024 as he was moving out of the area.

Jeremy Backhouse, a regular park volunteer in our gardening group, who is a local resident and a teacher, joined our committee late in 2024 to replace Campbell

All committee members have agreed to stand again. They are:

- Sian Ellis-Thomas (Chair)
- Lesley Powell (Vice Chair)
- Mike Alden
- Ben Skingly
- Claudia Collins
- Teresa Henstridge
- Sandra Stancliffe
- Naomi Rolalska
- Lucy James
- Jeremy Backhouse



Vote for the committee members listed above to be reinstalled:

Proposed by Cllr Toby Wells and seconded by Laura Chapman

All present voted and agreed, the vote was carried.

Chair & Vice Chair re-election:

No other nominations for these positions have been received. Sian Ellis-Thomas and Lesley have agreed to stand again.

Vote:

Sian Ellis-Thomas (Chair) – Mike Alden nominated, Seconded – Claudia Collins

All present voted and agreed, the vote was carried.

Lesley Powell (Vice Chair) – Mike Alden nominated, Seconded Claudia Collins

All present voted and agreed, the vote was carried.

13 Director Update

Julie Osborn has stepped down as Director of FoRP CIC. We are required to have three Directors for the CIC.

Sandra Stancliffe has agreed to stand as our new director.

Vote:

New Director: Sandra Stancliffe - Nominated: Sian-Ellis Thomas, Seconded Lesley Powell

All present voted and agreed, the vote was carried

14 AOB

a) BCC Staff support –

The committee has had great support again from some of the BCC Parks team during the last year specifically **Steve Clampin and Fliss Barton** as well as the



guys who provide maintenance to the park. The support of the Parks team is much appreciated and we could not operate without their support.

b) Park Vision Document

We are currently progressing a 10 year strategy for the park – our ‘Park Vision’, which we were advised to develop by the Landscape Works and Play Manager from BCC who is our contact for the plans to improve the park. The document will of course encompass the effect of the Broadwalk development, Redcatch Community Garden, The Pavilion, Toilets and play and exercise provision

This is still in its first draft (delayed due to the distractions in 2024 and the Broadwalk Development outcome) but will be made available to the public when we have conferred with the all other Park Stakeholders and BCC Parks department.

15 Date and time of Next Meeting.

Monday 7th April 2025, 6pm at Park Knowle FC Club room

Distribution: all present / paid members.

Minutes will also be available on the website.



FoRP COMMITTEE ANNUAL GENERAL MEETING

Monday 27th January 2025

CHAIR'S REPORT

It's been an extraordinarily difficult year for myself and Lesley which has meant that we have not had the energy to do as much as we'd have wanted, but we are very glad to have had the **full** support of our committee to get us through and we're looking forward to a brilliant year in 2025.

I'm going to concentrate on highlighting the positives and what's to come.

Website

The website was launched in January 2023 and is the central source of information about the organisation and the park itself. It's updated as relevant changes occur e.g. events, meetings or changes to the committee. We regularly get enquiries for other local community groups via our website and my telephone number, especially RCG and Recatch Community Centre, which we pass on.

Last 12 months:

3101 page views

1346 sessions

997 unique users

Facebook Page

Membership of our Facebook page has increased by 13% from 2124 to 2404. We get new joiners regularly. Posts get very good engagement. We share general local information that we believe will be of interest to Park Users including info about the Community Garden and other local community groups and organisations like Jubilee Pool, Knowle West Media Centre, Park Knowle FC, The Park Centre, Arnos Vale, the Community Centre and other local and citywide parks. We are committed to signpost people to other groups, organisations,



issues and events that are of interest to our community. We share our posts to other local Facebook community groups.

Facebook is our conversation with our users and the most effective way for us to communicate new and important information to park users and local residents.

We had a total of 7778 views in the last thirty days.

Membership

We currently have 30 paid members of FORP. This has generated a total of £436 net revenue this year.

Member subscriptions are collected annually via the website until such time as the member cancels. Membership is £20 per year or £10 for those over 65. We do not have plans to increase this price, but we do hope that as park users see the results of the work we have done and continue to do, this will encourage more people to sign up. The organisation needs £1500-£2k per year to cover its basic costs (accounting, company filing, website, printing, mailboxes etc), so this membership subscription revenue is hugely important to us. We would like to increase this take up significantly in 2025 and with the help of our resident fundraising expert on the committee, Lucy James, we'll make the decision and process easier for people to join us via the website.

If you haven't already become a member, please consider joining, your £20 goes a long way and we need all the help we can get to do the work we do.

Volunteer activities

We've had several corporate volunteer sessions and Redcatch Community Garden have shared volunteers on several occasions. We have a regular volunteer maintenance session once a week which comprises FORP Committee members (who manage the session) and other regular volunteers. In addition, we still have UWE Wildlife & Conservation Student Lowri Shears, doing one morning a week. We are very proud of what we've achieved, but



we don't do it alone and we are also very grateful to have **Karen Rich** who litter picks every week in the park. We are blessed to have her come rain or shine. Thank you Karen!

Defibrillator

In February our Vice Chair Lesley applied for a grant to get a defibrillator installed in Redcatch Park. Unfortunately, the application was not successful but with characteristic tenacity and teamwork she finally managed it. We're very proud that through the **Great Western Air Ambulance Charity** and their **Bristol City Council** funded initiative, collaboration with **Redcatch Community Garden** and a local resident **Jon Bird Electrical Services**, Redcatch Park now has its own emergency defibrillator installed and ready to use 24/7. It's checked monthly (by Les!) and is live on the emergency 'Circuit' (which means when someone dials 999, the emergency services can direct a person to that defib and provide the code to gain access to it).

I was in the park this morning when it was needed for an emergency on Redcatch Road – so we know it's a great addition to the park.

Mike Alden – FORP Committee Member and Chair of Park Knowle FC

As you should know, Mike will be off later this year to Buckingham Palace with his wife Linda to meet the King and be given his British Empire Medal. We are so incredibly proud of Mike and this third award makes it a hat trick in as many years. **BBC Unsung hero** in 2022, the **Bristol Lord Mayor's Medal** in 2023 and then this -the cherry on the top; honoured by the King himself.

Mike truly deserves this award and so much more, for himself and on behalf of his family who provide tireless support. He's such a humble man whose idea was to keep the local kids off the street and playing football. 30 years later he's still doing it.

We are blessed to have him (and his amazing family) in our community and to have Mike serving on our committee. Well done Mike!



Lord Mayor's Medal for FORP

Les and I were asked to accept the Lord Mayor's medal last year on behalf of FORP for the work we've done for the park and we were honoured to go along in our FORP t-shirts and collect it in December! We see this medal as recognition for all people who dedicate their spare time for the good of any green space. Without groups like FORP, VPAG, the Northern Slopes, Springfield Allotments and of course Redcatch Community Garden, etc these places would not be the vibrant, clean and amazing community spaces that they are.

It's worth noting here that Lesley is an active member of three of the groups I've just mentioned.

Tennis Court Update

The new courts model started operating on May 1st. There have been no hitches and the system has operated very successfully.

Annual Membership is £35 per household or £5 per hour.

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Events planned 2025

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- Children's Activities
- Face Painting
- Grand Raffle



We have the initial green light for this event from BCC events department and are now proceeding to make the requisite application, as well as applying for funding and help /sponsors to fund this free community event.

Broadwalk

Everyone is wondering what is happening about the Broadwalk Development. We have the truly amazing community hero that is Laura Chapman at the AGM to report directly about the current status of the development. We know that Laura has worked tirelessly to get the best possible deal for Knowle and would like to thank her for all that work. We're looking forward to a new improved development that is better not just for the park but for the whole of Knowle.

Committee Leavers & Joiners

Julie Osborn is standing down as a Director of FORP due to work commitments. Thanks to Julie for her support over the last year.

Sandra Stancliffe has kindly agreed to come on board as her replacement.

Jeremy Backhouse will be joining us on the committee – Jeremy has been part of our weekly maintenance crew for a few months and we welcome him coming on board to add his brains as well as his brawn to FORP

Money to Spend:

We still have a total of £63k to spend on benches, notice boards and something new for the children's playground. We have the instructions from BCC Landscape works & Play Manager and will progress this in 2025. Nothing happens quickly with the council but we'll keep committee and park users apprised as things move forward.

We are looking to place 3 new picnic benches within the park – 2-4 replacement notice boards and a replacement roundabout in the playground).



We are still working on a Park Vision and once the new Broadwalk plan is agreed, we will be in a better informed position to complete this. The new committee system in place at City Hall, together with a revised CIL Area means that the money we will get from Area CIL will be reduced. We have Cllr Toby Wells attending the AGM to give a bit more insight into this.

That's it from me! Thanks again for your support, it's going to be a great year!

Sian Ellis-Thomas
Chair
FoRP



FoRP COMMITTEE ANNUAL GENERAL MEETING

Monday 27th January 2025

Financial Summary

Timeline:

- **September 2022 (new FoRP Committee)** FoRP bank account balance was circa **£306 (upon takeover)**.
- **AGM January 2024** - the bank account balance stood at **£1,770** (biggest contribution to this was the raffle for the free community balloon launch event).
- **Current balance (January 2025) is £631.58**, including petty cash and uncleared funds.

Summary Outgoings

There were no fund raising events in 2024 due to committee member time constraints, therefore the costs of running the Community Interest Company (CiC) (company registered at Companies House) in the past year have come from the bank balance and the paid subscribers. All income and outgoing costs will be detailed in FoRP accounts (which are publicly available for transparency after submission in February) but include:

- Corporation Tax on 'profits' (**£387**)
- Accountants Fees (**£909**)
- Website and Email domain and hosting fees (**£233.32**)
- Companies House fees of **£49** for Confirmation Certificate Fee (£34) and £15 for Companies House Form CIC34 Submission fee.

The cost to run FoRP every year is £1500- £2,000 with the larger payments incurred as above and incidentals such as occasional hot drink refreshments for our corporate and weekly volunteers and ad hoc items / tools to support the park maintenance. During the last year we purchased a few items such as a wheelbarrow to help with our volunteers' park maintenance. (most tools we are fortunate to be able to borrow from BCC Parks Dept or we use our own) and a large pop up gazebo for future events.



Even though FoRP is a not for profit, Community Interest Company, because it is an organisation registered at Companies House, it is liable to pay corporation tax at 19% on its 'profit' each year, hence the £387 Tax paid in the last year. We have written to HMRC to ask for exemption from Corporation Tax (on the basis that there are only volunteers and the funds are raised not 'earned') but this was rejected.

Summary Income

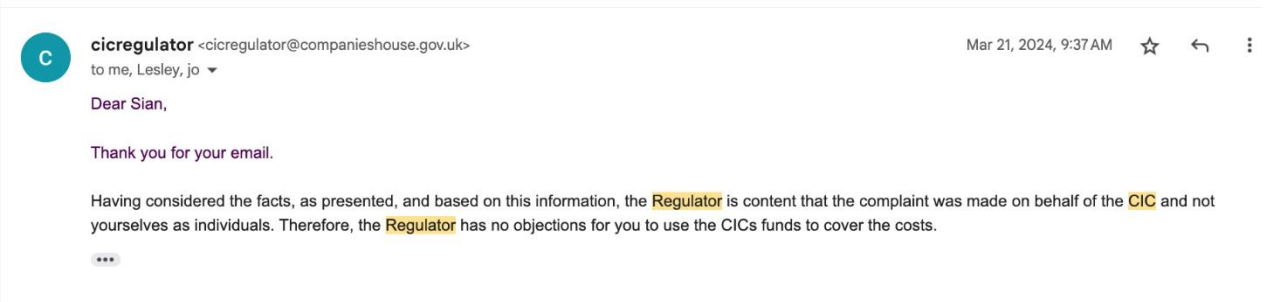
Subscriptions for 2024 amounted to £436.38 [£450.00 less transaction fees £13.62 – **net £436.38**]

There was no other income.

Responding to recent claims -

In October 2023, the FoRP Committee agreed that **£1000** should be paid from FoRP funds (checked by FoRP Accountants, authorised as legally compliant and authorised by the CIC Regulator, see below) to contribute to the legal costs of circa **£5,000** which had already been paid **at that time** by the Chair, Sian Ellis Thomas (SET) & Vice Chair, Lesley Powell (LP), who are both registered Directors of FoRP, defending a Letter of Claim from a former Cllr, following a complaint made about the Cllr, **on behalf of FoRP**. Despite the complaint being made on behalf of FoRP, with the **full support** of the **whole committee**, the legal pursuit was of SET personally (with a reserved right for future action to also be brought against LP). SET and LP therefore had no choice but to engage a Solicitor (and finally a Barrister) to respond to the pursuit.

The FoRP contribution of **£500 each to LP and to SET**, was paid in January 2024, by which time their total legal bill had risen to circa **£9,000**. The Cllr continued to pursue SET and in total, legal fees and out of court settlement, paid on December 1st 2024, amounted to **over £62k, with all but the £1k FoRP contribution being paid personally by SET and LP (who shared all costs) to respond to the claim.**



FORP made no further contribution to these costs incurred by SET and LP.

FoRP is a Community Interest Company (CIC) registered at Companies House. Our accounts are therefore, submitted to Companies House in February each year by our appointed accountants. **All accounts are available to view publicly at Companies House, therefore our accounts are completely transparent.**