

## STAUNTON COUNTRY PARK OFFICERS GROUP

### UNCONFIRMED

#### Notes of a Meeting held on Wednesday 16<sup>th</sup> December 2009, 1:00pm Sir George Staunton Country Park

**Present:**

Mike Walls, Hampshire County Council.  
Lewis Paterson, Sir George Staunton Country Park.  
Tony Lee, Havant Borough Council.  
Phil Haliwell, Hampshire County Council.  
Ian Limb, Portsmouth Water Ltd.

**1. APOLOGIES**

Stephen D'Este-Hoare, East Hampshire District Council.

**2. MINUTES OF STAKEHOLDER FORUM.**

The unconfirmed minutes from the Stakeholder Forum on 1<sup>st</sup> December 2009 were discussed and noted.

PH confirmed that he had undertaken his action to invite Gareth Miller to give a presentation on the Culture All Pass to the next Joint Management Committee.

**3. MINUTES OF THE JOINT MANAGEMENT COMMITTEE.**

The unconfirmed minutes from the JMC held on the 20<sup>th</sup> July 2009, were discussed and noted.

**Action: LP to confirm that Tony Lee is on distribution / invite list as HBC officer**

**4. PARK MANAGERS UPDATE.**

The Park Manager updated members of the group on developments since his last report.

The Group discussed the recent awards received by Staunton and their relative merit.

The Park Manager's concerns over the impact of the Culture All Pass on income at Staunton was discussed. The forthcoming presentation at JMC by Gareth Miller was welcomed.

LP would be relinquishing his responsibilities under the Licencing Act 2003 and in the absence of another Personal Licence Holder Neil Harvey, Catering Manager would take over as Premises Licence Holder on a temporary basis. LP indicated he felt it was not satisfactory to transfer the Designated Premises Supervisor responsibilities to a member of his management team. Options were to transfer to the Chairman or a person within HCC.

**Action: PH to consider whether any HCC officers suitable**

The Group discussed Cirque de Normandy which during October held a very successful circus event in partnership with Staunton, our extended services coordinators and Hermitage Housing. Over 1,200 children participated in workshops over five days with public performances at the weekend attracting a further 1,800 local people. As a result of positive feedback from all staff and children involved the possibility of having an extended residency was being considered and a recommendation to pursue this would be sought from the Joint Management Committee.

**Action: Lewis Paterson to prepare Park Managers Report for JMC, Phil Haliwell to add verbal updates as required.**

The Park Manager ran through the core elements of his 2010/11 Pricing Structure Report which would be presented to the next Joint Management Committee. Given the financial climate the focus would be on building membership and visitor numbers through affordability. Therefore many of the charges would remain the same and only small increases were proposed in certain areas to aid the stimulation of membership sales. The Group discussed the pricing strategy and were generally in agreement.

#### **5. TREASURES UPDATE.**

Mike Walls updated the group on the outline financial performance for the 2009/10 financial year. He forecast a return to reserves of just over £5000, slightly below that of the Park Manager however they were generally in agreement on figures and performance.

Mike reminded the group that there was a significant capital receipt in excess of £100,000 allocated to Staunton as match funding. LP indicated that the JMC had wished to focus on provision of toilets in Leigh Park Gardens, improved catering facilities within the Victorian Coach House and improved interpretation. The level of match funding available would lend itself well to such a project.

#### **6. Agenda Items for next Joint Management Committee.**

- Apologies for Absence.
- Chairman's Communications.
- JMC Minutes.
- Stakeholder Forum Minutes.
- Notes of the Officers Group.
- Park Manager's Report.
- Treasurer's Report.
- 2010/11 Pricing Structure Report.
- Culture All Pass Presentation.
- Any other business.
- Dates of future meetings.

#### **7. Date of next meeting.**

24<sup>th</sup> June 2010, in the Fitzwygram Room, 10:00am at Staunton Country Park.

#### **8. Any Other Business**

No other business was discussed.