

# Notice of Lower Central Gardens Trust Board

Date: Monday, 22 September 2025 at 1.00 pm

Venue: HMS Phoebe, BCP Civic Centre, Bournemouth BH2 6DY



---

## Membership:

### Chairman:

Cllr M Gillett

### Vice Chairman:

Cllr J Martin

Cllr B Nanovo

Cllr L Williams

---

All Members of the Lower Central Gardens Trust Board are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MIId=6384>

If you would like any further information on the items to be considered at the meeting please contact: Sinead O'Callaghan or email [sinead.ocallaghan@bcpCouncil.gov.uk](mailto:sinead.ocallaghan@bcpCouncil.gov.uk)

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email [press.office@bcpCouncil.gov.uk](mailto:press.office@bcpCouncil.gov.uk)

This notice and all the papers mentioned within it are available at [democracy.bcpCouncil.gov.uk](https://democracy.bcpCouncil.gov.uk)

AIDAN DUNN  
CHIEF EXECUTIVE

12 September 2025

**DEBATE  
NOT HATE**



Available online and  
on the Mod.gov app

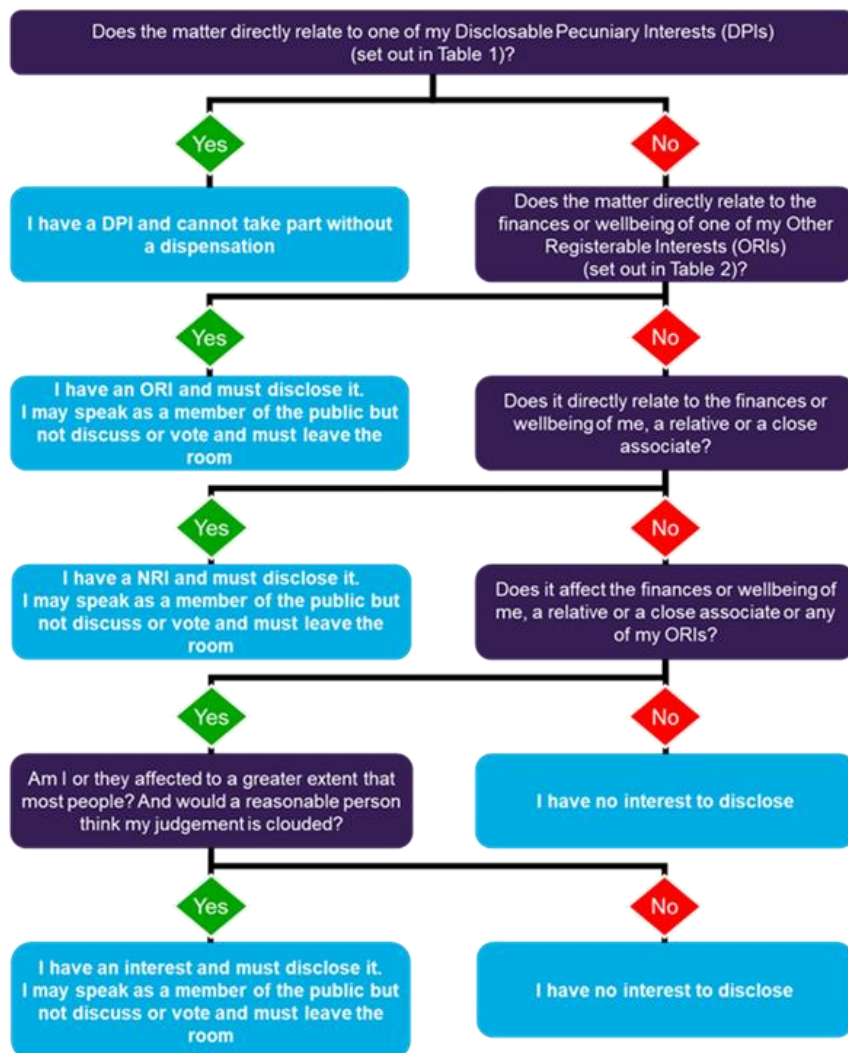


## Maintaining and promoting high standards of conduct

### Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

#### Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

#### Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer

### Selflessness

Councillors should act solely in terms of the public interest

### Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

### Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

### Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

### Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

### Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

### Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

# AGENDA

Items to be considered while the meeting is open to the public

**1. Apologies for Absence**

To receive any apologies for absence.

**2. Declarations of Interests**

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance. Declarations received will be reported at the meeting.

**3. Minutes of the Previous Meeting**

To receive the minutes of the meetings held on 12 May 2025.

1 - 2

**4. Request for a multi-agency safety review or SARA**

To consider matters being raised by Councillor Sara Armstrong.

Verbal  
Report

**5. Verbal Update on Bicycle Signage and Lighting in the Lower Central Gardens**

To receive a verbal update on the bicycle signage and lighting in the Lower Central Gardens.

Verbal  
Report

**6. Verbal Update on the Art and Makers Market**

To receive a verbal update on the Art and Makers Market.

Verbal  
Report

**7. Next Steps - Future Meeting Dates and Work**

To note, discuss and agree items of business for the Trust Board to consider at future meetings. Also, to confirm dates of future meetings.

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

This page is intentionally left blank

## **LOWER CENTRAL GARDENS TRUST BOARD**

**MONDAY, 12TH MAY, 2025**

**Present:** Councillor Matthew Gillett in the Chair

Councillors Cllr J Martin (Vice-Chair), Cllr B Nanovo  
and Cllr L Williams

**58** **Election of Chair**

**RESOLVED** that Councillor Gillett be elected as Chairman of the Board for the 2025-26 municipal year.

**59** **Election of Vice-Chair**

**RESOLVED** that Councillor Martin be elected as Vice-Chairman of the Board for the 2025-26 municipal year.

**60** **Apologies for Absence**

There were no apologies for absence received.

**61** **Declarations of Interests**

There were no declarations of interest.

**62** **Minutes of the Previous Meeting**

The Minutes of the meeting held on 27 January 2025 were confirmed as accurate records and signed by the Chair.

**63** **Lower Central Gardens Trust Board Meeting 12 May 2025**

The Director of Environment presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix '?' to these Minutes in the Minute Book.

The report provided service update information to the Lower Gardens Trust Board to demonstrate the Council's commitment to maintaining the public gardens known as "The Lower Central Gardens" in Bournemouth for the recreation and enjoyment of the public in accordance with the terms of the Charity Scheme made by the Charity Commission on 13 May 2011.

Items included:

- 2025 – 26 Event Programme
- Arts & Makers Market
- Westover Gardens Kiosk site retendering
- General Grounds Maintenance.

The report provided information to note, whilst also seeking support and approval from the board. The report furthermore asked the board to consider topic items for future reports.

The Board considered the update and made the following comments:

**Monday, 12th May, 2025**

- In response to a query raised regarding the Arts & Makers Market and the day it would be held, the Board was advised that it would take place once a month on a Saturday.
- The Board noted feedback received from a resident who expressed great satisfaction with the bulb planting and commended the team for their efforts.
- In response to a query raised about bicycle signage in the gardens, the Board was advised that feedback had been received, and a review of the signage would be undertaken, subject to the available budget.

**It was RESOLVED that:**

- **The Board authorise Officers to carry out a tendering exercise to seek best value for the Westover Gardens Kiosk operation for between 5- 7 years and, following evaluation of the tenders, to award a lease to operate to the successful applicant.**

**Subject to the Board's agreement following their visit to the affected area during the Lower Central Gardens walkaround, it was RESOLVED that:**

- **To authorise the minor changes in the current arrangements, to include use of half to the 'art store' for storage and subject to any planning permissions to install an additional wooden decking area. To also include within the new lease, subject to approvals, the use of the wider area near the aviary for specific events.**

**It was RESOLVED that:**

**c) The Trustees wish to appoint Cllr Jamie Martin as part of the evaluation panel.**

**64     Exclusion of Press and Public**

**RESOLVED that under Section 100 (A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 in Part I of Schedule 12A of the Act and that the public interest in withholding the information outweighs such interest in disclosing the information.**

**65     Verbal Update regarding Concessions in the Lower Central Gardens**

The Board received a verbal update regarding a Concession in the Lower Central Gardens.

**Duration of the meeting: 10.00 - 10.30 am**

Chairman at the meeting on  
Monday, 12 May 2025