

BATHURST PARK AND RECREATION TRUST

PARK TRUST MEETING – 2 May 2013 - 39

THE MINUTES OF THE EXTRA ORDINARY MEETING OF THE BATHURST PARK AND RECREATION TRUST held in the Council Chamber at Claremont House on Thursday 2 May 2013 at 1.42 pm.

Present: Trustees B Berryman (Chairman) D Biddle, D Cooksley, D Edwards, V Hobman, B Pearman, A Preest and B Thomas.

In Attendance: Mrs J Smailes – Trust Secretary
Miss C Wheeler – Assistant Secretary
Miss K Hammond – Admin Assistant

1. **ELECTION OF CHAIRMAN**

It was **proposed by Trustee Biddle, seconded by Trustee Pearman**, that Trustee Berryman would be appointed as Chairman for the duration of the meeting. Unanimous.

2. **APOLOGIES**

Apologies for absence were received and noted from Trustees R Bonser, C Harris, W Osborne, S Osborne and C Matthews.

3. **DECLARATIONS OF INTEREST**

None.

4. **COMMEMORATIVE EVENT**

Members were provided with copies of the relevant pages of Draft Minutes of the Trust meeting held on 8 April 2013 (for information only to assist in the decision making process). Trustee Berryman advised that the event to commemorate the Diamond Anniversary of the Coronation Gates was to take place on the 9 June 2013 at 2pm.

Members were reminded that they had set aside £200 for lighting for said event however due to the event now taking place in daylight hours the funding was not required for this purpose. Trustee Pearman suggested that the expenditure be increased to £500 so as to 'match' fund of the donation which was to be provided by Mr Thurston.

The Secretary gave a brief overview of the arrangements made to date. Mr Thurston and the Pavilion café proprietor Claire Harris had both informally agreed to 'assist' and it was noted that the Pavilion café proprietor had offered her own and her staffs time for free.

The Secretary advised that she had made enquiries to the Forest of Dean District Council in regards to licences that may be required for a live band and the provision of alcohol. Members noted that if the event was classed as a private party then such licences were not required.

Trustee Cooksley spoke in support of the event and suggested that a small gazebo be placed close to the Coronation Gates in case inclement weather was experienced. Trustee Cooksley also suggested the utilisation of a PA system if he were able to arrange such at a minimal cost.

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Trustee Pearman spoke in favour of the event as he believed it would provide for community spirit and felt that the Trust should therefore match Mr Thurston's donation of £500. Furthermore Trustee Pearman felt that delegated power should be bestowed on Lydney Town Council staff to organise the event, with assistance from Trustees.

Trustee Edwards directed members to the costs for the event; that overtime hours for Lydney Town Council staff would need to be incorporated into the event costs and reminded all Trustees that they needed to be aware of what expenditure was being incurred.

The Secretary advised that Lydney Town Council staff were happy to organise the event however the cost of their attendance and indeed that of the Grounds staff re; set hours to move furniture and erect/dismantle marquee would also need to be included within set budget and would need to be recharged to the Trust.

Trustee Berryman felt that the attendance of Lord Lieutenant Dame Janet Trotter DBE and hopefully Lord Bledisloe would be an excellent way to mark said event.

Trustee Preest requested that Lydney Training Band be contacted to ascertain if they were available to perform on this day.

Trustee Pearman proposed that Lydney Town Council staff arrange the event and that the Trust match fund Mr Thurston's offer of £500, **seconded by Trustee Preest**. Vote carried with two abstentions.

Trustee Preest proposed an approach be made to Lydney Training Band to attend the event, **Seconded by Trustee Thomas**. Vote carried with one abstention.

Action by – the Secretary

Trustees then considered whether Lydney Town Council staff should attend the event. It was **proposed by Trustee Pearman** that the CEO and the Executive Officer be requested to attend and that overtime payment would be paid at the appropriate rate, **seconded by Trustee Hobman**. The proposal was put to a vote with four votes in favour and four abstentions. Vote carried.

Recalling Trustee Cooksley's comments earlier in the meeting the Secretary requested Trustee Cooksley organise a PA system if it were possible to secure said equipment at a total cost of £50.

The offer made by Trustee Biddle of the use of Lydney Festival's marquee was gratefully accepted by the Trust. It was noted that the Trust needed to cover erection costs for said marquee (either Lydney Town Council staff or a/another).

Meeting closed at 1.55pm

Chairman *CAM*

Date ... *28 May 2013*