

# LYDNEY RECREATION TRUST

TRUST MEETING – 27 July 2015 - 08

THE MINUTES OF THE MEETING OF THE LYDNEY RECREATION TRUST held in the Council Chamber at Claremont House on Monday 27 July 2015 at 8.30 pm.

**Present:** Trustees D Biddle (Chairman), J Greenwood, C Harris, H Ives, C Legg, J Openshaw, B Pearman, D Pugh and S Rudge

**In Attendance:** Mrs J Smailes – Trust Secretary  
Miss C Wheeler – Assistant Secretary

Trustee Biddle informed all present that no practice fire evacuation had been scheduled for the duration of the meeting. All attendees were then informed of the locations of the nearest fire exits.

- APOLOGIES**  
Apologies for absence were received and noted from Trustee Beddis, Berryman, Christodoulides and Preest.
- DECLARATIONS OF INTEREST**  
Trustee Legg – Agenda item 5.3 – Forest Exiles
- APPROVAL OF MINUTES**  
Approval of the minutes of the meeting held on 26 May 2015 were confirmed and signed as a true record. **Proposed by Trustee Harris, seconded by Trustee Rudge.** Unanimous.

It was noted that since the last meeting it had been necessary to remove a number of dead limbs from a Poplar Tree around the lake (which had been undertaken free of charge by the contractor).

#### 4. **FINANCE & SUNDRY PAYMENTS**

FINANCIAL STATEMENT	JUNE & JULY 2015	
<b>Bank Balance as 1st April 2015</b>		
LLOYDS BANK – Current	01727642	11,994.16
LLOYDS BANK - Current – Projects	36195160	2,917.46
LLOYDS BANK - General Reserve	01451914	41,050.49
	<b>Bank Balance</b>	<b>55,962.11</b>
<b><u>TRANSACTIONS</u></b>		
<b><u>RECEIPTS</u></b>		
Receipts APRIL	2,016.84	
<b>Receipts MAY</b>	<b>8,419.39</b>	<b>See attached</b>
<b>Receipts JUNE</b>	<b>3,367.44</b>	<b>See attached</b>
Receipts JULY	-	
Receipts AUGUST	-	
Receipts SEPTEMBER	-	
Receipts OCTOBER	-	
Receipts NOVEMBER	-	
Receipts DECEMBER	-	
Receipts JANUARY	-	
Receipts FEBRUARY	-	
Receipts MARCH	-	
	<b>Total Receipts YTD</b>	<b>13,803.67</b>
<b><u>PAYMENTS</u></b>		
Payments APRIL	2,315.40	
Payments MAY	1,238.55	
<b>Payments JUNE</b>	<b>263.10</b>	<b>Detailed below</b>
<b>Payments JULY</b>	<b>5,456.70</b>	<b>Detailed below</b>

# LYDNEY RECREATION TRUST

TRUST MEETING – 27 July 2015 - 09

Payments AUGUST	-
Payments SEPTEMBER	-
Payments OCTOBER	-
Payments NOVEMBER	-
Payments DECEMBER	-
Payment JANUARY	-
Payment FEBRUARY	-
Payment MARCH	-
Payments PRIOR TO YEAR END	-
<b>Total Payments YTD</b>	<b>9,273.75</b>
<b>Total</b>	<b>60,492.03</b>

<b>Reconciled Bank Statements as at end</b>	<b>JUNE 2015</b>			<b>Bank statements attached</b>
LLOYDS BANK – Current	01727642		14,148.63	
LLOYDS BANK - Current – Projects	36195160		2,917.46	
LLOYDS BANK - General Reserve	01451914		43,425.94	
<b>Bank Balances as at:</b>	<b>30-Jun-15</b>		<b>60,492.03</b>	<b>0.00 check</b>
<i>Earmarked Reserves:</i>				
	<i>Drainage (residue from sale of Lakeside House)</i>		£65,000.00	<i>Currently held as part of Share Portfolio</i>

<b>JUNE PAYMENTS</b>				<b>Details</b>
<u>Payments made by Direct Debit:</u>				
FoDDC Business Rates	15.5.15		123.00	DD Business Rates
	<b>Direct Debits:</b>	<b>Sub Total</b>	<b>123.00</b>	
<u>Payments made in advance:</u>				<u>Chq. No.</u>
<i>none</i>				
	<b>Payments in advance of meeting:</b>	<b>Sub Total</b>	<b>0.00</b>	
<u>Payments for approval in lieu of meeting:</u>				
Monmouthshire CC			90.00	1097 Grounds Maintenance
Mr & Mrs Hyett			50.10	1098 Refund re Garage Rent overpaid
	<b>Payments in lieu of meeting:</b>	<b>Sub total</b>	<b>140.10</b>	
<b>TOTAL PAYMENTS</b>	<b>JUNE</b>		<b>263.10</b>	

<b>JULY PAYMENTS</b>				<b>Details</b>
<u>Payments made by Direct Debit:</u>				
FoDDC Business Rates	15.6.15		123.00	DD Business Rates
	<b>Direct Debits:</b>	<b>Sub Total</b>	<b>123.00</b>	
<u>Payments made in advance:</u>				<u>Chq. No.</u>
<i>none</i>				
	<b>Payments in advance of meeting:</b>	<b>Sub Total</b>	<b>0.00</b>	
<u>Payments for approval at the meeting on:</u>				
	<b>27th July 2015</b>			
Richard Cole Contractors (Apr-Jun)			2,772.00	1099 Grass Cutting (Apr-Jun)
Forest Equipment Services Ltd (Apr-Jun)			2,492.10	1100 Litter Picking (Apr-Jun)
Rigby Taylor			69.60	1101 Grounds Maintenance
	<b>Payments to meeting:</b>	<b>Sub total</b>	<b>5,333.70</b>	
<b>TOTAL PAYMENTS</b>	<b>JULY</b>		<b>5,456.70</b>	

<b>A list of unrepresented Cheques (For Information only)</b>			
Monmouthshire CC			90.00 1097
	<b>Total</b>		<b>90.00</b>

*DR*

# LYDNEY RECREATION TRUST

TRUST MEETING – 27 July 2015 - 10

## 4.1 Financial Statement

Trustee Biddle reminded Trustees that the Trust had only received half of the agreed donation from the Council; the remaining half would be received during September. Approval of the accounts/payments was **proposed by Trustee Openshaw, seconded by Trustee Harris**. Unanimous.

## 4.2 Delegated Powers

Members were asked to consider bestowing Delegated Powers on the Secretary and Two Trustees in order to approve payments during August Recess. **Proposed by Trustee Pugh, seconded by Trustee Openshaw**. Unanimous.

It was noted that details of the payments authorised would be provided at the September meeting.

## 4.3 Harris Allday

Prior to the meeting Trustees were provided with a copy of the response which had been received from Harris Allday regarding the management basis for the Trust's share portfolio. After being given an opportunity to peruse the information which had been received, Trustees were asked to determine the contract basis on which the Trust wished its share portfolio to be managed in the future.

During discussion it was felt that the management of the Trust's portfolio had been acceptable and that the Trust was not in a position to react swiftly to market forces. It was therefore **proposed by Trustee Pearman, seconded by Trustee Openshaw**, that the Trust's share portfolio would continue to be managed on its current basis (discretionary investment management). Unanimous.

## 5. BUSINESS

### 5.1 Lydney Park Fun Run

Prior to the meeting Trustees were provided with a copy of the information which had been received from the organisers of the event. Trustees noted that responses had been received from both Lydney Tennis Club and Lydney & District Angling Club voicing no objection to the proposal and that the organisers were now proposing a route which avoided Swan Road. Trustee Openshaw drew attention to the fact that the organisers were seeking permission to close the barrier at the entrance to the lake for a period of time and Trustee Biddle requested that the organisers be advised of the need to liaise with the owner of Lakeside House.

**Action by – the Secretary**

### 5.2 S106 Contributions

Prior to the meeting Trustees were provided with a copy of the response submitted to Forest of Dean District Council re. S106 contributions from housing developments by Robert Hitchens Limited following the Delegated Powers meeting on 2 June 2015. Noted.

Trustee Biddle requested that the matter remain as an agenda item.

**Action by – the Secretary**

J.R.S

# LYDNEY RECREATION TRUST

TRUST MEETING – 27 July 2015 - 11

## 5.3 Forest Exiles

Trustee Legg excused himself from the meeting at this point.

Referring to the presentation which had been made at the preceding meeting of the Bathurst Park and Recreation Trust, it was felt that the cricket pitch in the park would meet the short-term needs of the Club, however, it would need to secure alternatives premises if it wished to attain its long-term aims.

Trustees noted that a number of Club's (rugby, junior football, etc) had expressed an interest in developing the land south of the Bypass into a sporting facility and it was felt that such a development would enable long term leases to be agreed with each Club. Accordingly, it was **proposed by Trustee Biddle** that the Trust would agree in principle to offer the sports clubs the ability to development of the land south of the Bypass in unison. Unanimous.

Trustee Legg then returned to the meeting.

## 5.4 Land South of Lydney Lake

The Secretary provided a verbal overview of the site meeting which had taken place between herself, the Town Council's Executive Officer, the Trust's agent and representatives from Severn Trent.

It was noted that the reinstatement work which had been conducted by Severn Trent's previous contractor had not been adequate and it had been agreed that Severn Trent would need to make good the damage which had been caused to the ground. Trustees were informed that in order to determine the extent of the damage which had been caused it would be necessary to spray off the vegetation which had grown up on the land and that work would need to be undertaken to level the ruts prior to the area being sown with seed.

Members were reminded that the Trust had previously agreed to undertake the clearance of vegetation/shrubs between the area and the lake in order that the land could be used as a picnic area.

Trustees were also informed that the Assistant Secretary and Trustee Biddle would meet with Severn Trent again on 3 August 2015 in order to view the progress which had been made.

## 5.5 Annual Play Inspection Report

Members were informed of the items which had been identified in Annual Play Inspection Report for 2015. Whilst concern was expressed over broken glass which had been evident in the Multi Use Games Area at the time of the inspection, it was noted that the Trust's contractor (Forest Equipment Services) and the Town Council's Ground staff regularly removed such items from the skate park and the Multi Use Games Area.

Trustees also noted that the report had recommended the overmarking of the Multi Use Games Area and the Secretary was requested to obtain a quotation for consideration at the September meeting.

**Action by – the Secretary**

# LYDNEY RECREATION TRUST

TRUST MEETING – 27 July 2015 - 12

5.6 **Lydney Yacht Club**

Prior to the meeting Trustees were provided with a copy of the letter which had been received from the Club, together with the response tendered by the Assistant Secretary. Noted.

5.7 **Use of Trust's Land by Lydney Town Juniors AFC**

Trustee Pearman requested that the matter be deferred until the September meeting in order that discussions may take place with the Club to investigate their needs.

**Action by – the Secretary**

6. **MEMBERS REPORTS**

Trustee Harris advised that unknown persons had pulled all of the dog waste bags out of the dispensing unit located close to the footbridge by the Tennis Club.

The Secretary advised that Lydney Park Estate were looking to recommence the removal of extracted/felled timber which had been brought onto the Trust's land south of Albany Bridge in the next few weeks. It was noted that the removal of the timber had been suspended due to the need to undertake remedial works.

The meeting closed at 8.55 pm.

Chairman ..... 

Date ..... 29.09.2015