

# LYDNEY RECREATION TRUST

TRUST MEETING – 23 November 2015 - 19

THE MINUTES OF THE MEETING OF THE LYDNEY RECREATION TRUST held in the Council Chamber at Claremont House on Monday 23 November 2015 at 8.00 pm.

**Present:** Trustees D Biddle (Chairman), B Berryman, R Christodoulides, C Harris, H Ives, C Legg, B Pearman, D Pugh, S Rudge and D Street

**In Attendance:** Mrs J Smailes – Trust Secretary  
Miss K Hammond – Assistant Secretary/Admin Assistant

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.

1. **APOLOGIES**

Apologies for absence were received and noted from Trustee Vaughan.

2. **DECLARATIONS OF INTEREST**

None.

3. **APPROVAL OF MINUTES**

Approval of the minutes of the meeting held on 28 September 2015 were confirmed and signed as a true record. **Proposed by Trustee Pugh, seconded by Trustee Rudge.** Unanimous.

4. **FINANCE & SUNDRY PAYMENTS**

**FINANCIAL STATEMENT**

**OCTOBER & NOVEMBER 2015**

**Bank Balance as 1st April 2015**

LLOYDS BANK – Current	01727642	11,994.16
LLOYDS BANK - Current – Projects	36195160	2,917.46
LLOYDS BANK - General Reserve	01451914	41,050.49

**Bank Balance** 55,962.11

**TRANSACTIONS**

**RECEIPTS**

Receipts APRIL	2,016.84	
Receipts MAY	8,419.39	
Receipts JUNE	3,367.44	
Receipts JULY	2,894.01	
Receipts AUGUST	1,718.74	
Receipts SEPTEMBER	3,060.30	See attached
Receipts OCTOBER	8,686.76	See attached
Receipts NOVEMBER	-	
Receipts DECEMBER	-	
Receipts JANUARY	-	
Receipts FEBRUARY	-	
Receipts MARCH	-	
<b>Total Receipts YTD</b>	<b>30,163.48</b>	

**PAYMENTS**

Payments APRIL	2,315.40
Payments MAY	1,238.55
Payments JUNE	263.10
Payments JULY	5,456.70

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Payments AUGUST	1,982.75	
Payments SEPTEMBER	2,011.38	
<b>Payments OCTOBER</b>	<b>7,061.25</b>	<b>Detailed below</b>
<b>Payments NOVEMBER</b>	<b>1,111.39</b>	<b>Detailed below</b>
Payments DECEMBER	-	
Payment JANUARY	-	
Payment FEBRUARY	-	
Payment MARCH	-	
Payments PRIOR TO YEAR END	-	
<b>Total Payments YTD</b>	<b>21,440.52</b>	
<b>Total</b>	<b>64,685.07</b>	

<b>Reconciled Bank Statements as at end</b>	<b>OCTOBER 2015</b>		<b>Bank statements attached</b>
LLOYDS BANK – Current	01727642	20,101.40	
LLOYDS BANK - Current – Projects	36195160	2,917.46	
LLOYDS BANK - General Reserve	01451914	41,666.21	
<b>Bank Balances as at:</b>	<b>31-Oct-15</b>	<b>64,685.07</b>	<b>0.00 check</b>

Earmarked Reserves:

Drainage (residue from sale of Lakeside House) £65,000.00 *Currently held as part of Share Portfolio*

**OCTOBER PAYMENTS**

<b>Payments made by Direct Debit:</b>				<b>Details</b>
FoDDC Business Rates	15.9.15	123.00	DD	Business Rates
Forest Equipment Services Ltd	28.9.15	861.70	STO	Litterpicking
	<b>Direct Debits:</b>	<b>Sub Total</b>		
		<b>984.70</b>		

Payments made in advance:  
none

<b>Payments in advance of meeting:</b>	<b>Sub Total</b>	<b>0.00</b>
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Payments for approval in lieu of meeting:

LTC Recharge: Franking Machine	115.55	1107	Admin: Postage
JRB Enterprises Ltd	364.92	1108	Dog Bins
Richard Cole Contractors	924.00	1109	Grass Cutting
Travis Perkins	48.31	1110	General Maintenance
Petty Cash	13.37	1111	Admin: Postage
Steve Wilce Building Solutions Ltd	4,610.40	1112	General Reserves
<b>Payments in lieu of meeting:</b>	<b>Sub total</b>	<b>6,076.55</b>	

**TOTAL PAYMENTS OCTOBER 7,061.25**

**NOVEMBER PAYMENTS**

<b>Payments made by Direct Debit:</b>				<b>Details</b>
FoDDC Business Rates	15.10.15	123.00	DD	Business Rates
Forest Equipment Services Ltd	27.10.15	861.70	STO	Litterpicking
	<b>Direct Debits:</b>	<b>Sub Total</b>		
		<b>984.70</b>		

Payments made in advance:  
none

<b>Payments in advance of meeting:</b>	<b>Sub Total</b>	<b>0.00</b>
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Payments for approval at the meeting on: 23rd November 2015

Lydney Settled Estate	23.62	1113	General Maintenance
Travis Perkins	7.84	1114	General Maintenance
Lydney Settled Estate	70.85	1115	General Maintenance
Npower Ltd	24.38	1116	Electricity 25.2.15 - 31.10.15 Pump House
<b>Payments to meeting:</b>	<b>Sub total</b>	<b>126.69</b>	

**TOTAL PAYMENTS NOVEMBER 1,111.39**

A list of unrepresented Cheques (For Information only)

JRB Enterprises Ltd	364.92	1108
Richard Cole Contractors	924.00	1109

Ref: Mins - Recreation Trust Mtg 231115

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Travis Perkins  
Steve Wilce Building Solutions Ltd

	48.31	1110
	4,610.40	1112
Total	<u>5,947.63</u>	

4.1 **To approve Financial Statement**

Approval of the Financial Statement was **proposed by Trustee Berryman, seconded by Trustee Harris.** Unanimous.

4.2 **To approve Expenditure therefrom**

Approval of the accounts and payments therefrom was **proposed by Trustee Pearman, seconded by Trustee Pugh.** Unanimous.

5. **BUSINESS**

5.1 **Lydney Park Fun Run**

Prior to the meeting Trustees were provided with a copy of an email update from one of the Lydney Park Fun Run event organisers. It was advised that the plans had been accepted by Park Run Head Quarters and they have agreed an official start date of Saturday 2 January 2016. Lydney Park Fun Run were also planning a 'trial run' to take place on Saturday 12 December 2015, thus enabling them to test the route and equipment etc. All Trustees were invited to attend to view Lydney Park Fun Run in action, any Saturday morning at 9am from Saturday 2 January 2016 onwards. Noted.

5.2 **Electricity Supplier**

Prior to the meeting Trustees were provided with a copy of the electricity supply proposal (subject to contract) for the metered supply at the Pump House.

Noting that the current contract was coming to an end, Trustees were asked to consider a renewal term of 12, 24 or 36 months with the current supplier.

During a short discussion it was advised that the 36 month term had a 0.04 reduction so appeared to be the best option.

It was **proposed by Trustee Biddle** that the Trust would renew the contract for the electricity supply to the Pump House on a 36 month term basis. Unanimous.

5.3 **Investor Profile Form**

Trustees were advised that the Investor Profile Form had been returned to EFG Harris Allday. Noted.

5.4 **Stone Surface approach to Lakeside House**

Trustees were advised that Lydney Town Council Ground Staff would reinstate the surface as identified, during December 2015 (as part of allotment path works). Noted.

5.5 **Lydney Cycleway**

Prior to the meeting Trustees were provided with a copy of the letter received from AMEY regarding the proposed Cycleway from Lydney Station to the Town Centre as outlined in the Lydney Station – Masterplan report.

It was advised by Trustee Street that along with Trustee Pearman they had met



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with an AMEY engineer and they had walked the proposed Cycleway route. The route would include a new bridge over the Lyd by the boating lake and the roundabout would be made safer by the dropping of curbs etc. It would also include upgrading of the Tarmac path on the existing path behind Lydney Football Club.

Responding to a question regarding funding, Trustee Pearman advised that Lydney Cycleway was part of the Lydney Revolutions (cycling and pedestrian sustainable transport project) which has arisen from work undertaken from the NDP and embedded in Gloucestershire County Councils "Lydney Transport Strategy is funded by GCC.

During discussion ownership queries were raised regarding the path between Lydney Football Clubhouse and Lydney Football pitch. It was also highlighted that although Trustees felt that a new bridge over the Lyd would be ideal, questions were raised as to who would maintain said bridge once it was in situ.

Following a further short discussion, it was resolved by Trustees that the Trust would discuss the Cycleway proposal with Lydney Football Club and would notify Lydney Cricket Club of the proposal.

It was **motioned by Trustee Biddle** that the Trust would agree, in principal, to the proposed Cycleway route. Motion carried.

**Action by – the Trust Secretary & Trust Chairman**

## 5.6 **Dog Fouling**

Trustees were made aware of the comments received from Lydney RFC highlighting the apparent increase in Dog Fouling on Recreation Trust land and noted the response given by FODDC regarding the matter.

FODDC stated that it would be easier to police no dogs at all, or even dogs on leads, than it is to catch someone failing to pick up after their dog has fouled. It was further advised that with effect from 20th October 2014 Councils can no longer make new Dog Control Orders and any existing ones will only remain in force for 3 years after which they become converted to Public Spaces Protection Orders. These new powers are available for Councils (though not for parish or community councils) if there are activities taking place in a public place which are having (or are likely to have) a detrimental effect on quality of life. Councils will no longer have to advertise the proposal in a local newspaper although it must still be published (details have not been set out on what this entails). If a PSPO is made it must be published on the Council's website and notices erected that the Council considers sufficient. If there is a breach the maximum Fixed Penalty Notice is £100 and if prosecuted the maximum fine is £1,000.

Following a discussion, **it was proposed by Trustee Harris, seconded by Trustee Christodoulides** that the Trust purchase and erect signage at the entrances to the Recreation Trust land with wording such as 'No dogs on play areas/pitches'





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and that it should be followed up with a Press campaign, headed by Trustees Beddis and Legg. Unanimous.

**Action by – the Trust Secretary & Trustees Beddis & Legg**

## 5.6 Multi Use Games Area

Trustees were advised that a site meeting had taken place involving a member from Monmouthshire County Council, Trustees Biddle and Pearman and the Admin Assistant to discuss the overmarking/resurfacing of the Multi Use Games Area (MUGA).

Trustees were asked to consider the recommendation of applying acrylic to the surface and relining the area. It had been advised that acrylic surfacing would last between 7 - 10 years before any deterioration would appear. During the site visit it was further suggested that the Trust investigate the cost of a Tarmac path between the MUGA and the Skate Park with a 3 square metre pad at both MUGA entrances to reduce treading in of detritus.

After a short discussion it was **proposed by Trustee Biddle** that delegated powers be bestowed to the Trust Secretary and two members to gain quotes for acrylic surfacing and relining with a Tarmac path and entrance pads between the MUGA and the Skate Park (with the work being funded by the project reserve fund) for consideration at the next Trust meeting. Unanimous.

**Action by – the Trust Secretary**

## 5.7 Lydney Cricket Club

Trustees were asked to consider the request made by Lydney Cricket Club for permission to reinstate the historical second cricket square on the Recreation Trust ground.

During a short discussion, Trustees Legg and Pugh both spoke in support of the request noting that Lydney Cricket Club were the only Club in the district to have a youth side, which they felt should be supported.

It was **proposed by Trustee Legg, seconded by Trustee Harris** that permission be granted to Lydney Cricket Club to reinstate the historical second cricket square on the Recreation Trust ground. Vote carried.

## 5.8 Fencing of Cambourne Meadow

Trustees were advised that many positive comments had been received in regard to the 'new amenity' area and that furthermore Trustees may wish to consider installing 6 picnic benches for said ground with benches being made/constructed by Lydney Town Council groundstaff, **proposed by Trustee Biddle**. Unanimous.

Trustees were asked to consider whether they wished to clear the 'compound' area, to bring it up to standard, and to create additional parking and also to clear the area of building rubble etc and flatten/re-seed adjacent to Camborne Meadow.



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Following a short discussion, it was **proposed by Trustee Biddle** that delegated powers be bestowed to the Trust Secretary and two members to clear and remove the current fencing around the compound in order to bring the area up to an acceptable standard and to create additional parking facilities and address reinstatement work adjacent to Cambourne Meadow. Unanimous.

**Action by – the Trust Secretary**

Trustees were asked to consider the quotations received to supply and erect post and rail fencing and a five bar metal gate to provide security/protect Cambourne Meadow.

At this point Trustee Christodoulides declared an interest and would therefore be abstained from voting.

During discussion Trustees were reminded that they had previously experienced trespassing on that area of land and had to resort to installing large stone boulders on one corner of the meadow to prevent vehicles from entering the land.

Trustees noted that the area needed to be brought up to the same standard as the 'new amenity' area, it was therefore **proposed by Trustee Harris, seconded by Trustee Legg** that quote 3 would be accepted at a total cost of £5,300.00 (plus additional cost to clear any debris). Vote carried with 1 abstention.

**Action by – the Trust Secretary**

## 5.10 Litter Collection – Hams Road

Trustees were advised that Danter's Funfair had been involved in a legal dispute with Forest of Dean District Council regarding fly tipped waste left on Trust land, Hams Road, following Danter's Funfair visit to site. As Danter's pay the Trust a fee to operate their Funfair on Hams Road, Trustees were asked to consider instructing litter pickers to remove any rubbish from site after Danter's Funfair Visits (twice yearly visit)

It was **proposed by Trustee Harris, seconded by Trustee Berryman** that litter pickers would be appointed to attend site once Danter's have left, to remove any rubbish that had been left on site. Unanimous.

**Action by – the Trust Secretary**

## 6. MEMBERS REPORTS

Trustees were advised that a letter had been received from Mr G Blake dated 18 November 2015 in regard to access off Lydney Lakeside/Lydney Recreation Trust Ground. Trustees noted that no response to this particular letter had been tendered given that this matter had already been discussed by the Trust in the last 6 months and minuted accordingly. Noted.

The meeting closed at 8.55 pm.

Chairman .....  .....

Date ..... 18-01-2016 .....