

LYDNEY RECREATION TRUST

TRUST MEETING – 18 January 2016 - 25

THE MINUTES OF THE MEETING OF THE LYDNEY RECREATION TRUST held in the Council Chamber at Claremont House on Monday 18 January 2016 at 8.00 pm.

Present: Trustees C Legg (Chairman), B Berryman, C Harris, H Ives, B Pearman, D Pugh and D Street

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

Trustee Legg 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 Beddis, Biddle, Christodoulides, Preest and Vaughan

2. **DECLARATIONS OF INTEREST**

None.

3. **APPROVAL OF MINUTES**

Approval of the minutes of the meeting held on 23 November 2015 were confirmed and signed as a true record. **Proposed by Trustee Harris, seconded by Trustee Pugh.** Vote carried with 1 abstention

Delegated Powers; It was noted that since the last meeting it had been necessary to carry out repair work to garage number 9 Hams Road – replacement of damaged gutter brackets and down pipe, repoint of the affected damp area of exterior wall and clean and bench in exterior concrete wall joint at a cost of £285 plus VAT. Noted.

4. **FINANCE & SUNDRY PAYMENTS**

FINANCIAL STATEMENT

DECEMBER 2015 & JANUARY 2016

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	
Receipts OCTOBER	8,686.76	
Receipts NOVEMBER	2,537.63	See attached
Receipts DECEMBER	2,694.38	See attached
Receipts JANUARY	-	
Receipts FEBRUARY	-	
Receipts MARCH	-	

Total Receipts YTD 35,395.49

PAYMENTS

Payments APRIL	2,315.40
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Payments MAY	1,238.55	
Payments JUNE	263.10	
Payments JULY	5,456.70	
Payments AUGUST	1,982.75	
Payments SEPTEMBER	2,011.38	
Payments OCTOBER	7,061.25	
Payments NOVEMBER	1,111.39	
Payments DECEMBER	6,069.83	Detailed below
Payment JANUARY	8,534.75	Detailed below
Payment FEBRUARY	-	
Payment MARCH	-	
Payments PRIOR TO YEAR END	-	
Total Payments YTD	36,045.10	
Total	55,312.50	

Reconciled Bank Statements as at end	DECEMBER 2015		Bank statements attached
LLOYDS BANK – Current	01727642	8,780.23	
LLOYDS BANK - Current – Projects	36195160	2,917.46	<i>No transactions in 2015/16 to date</i>
LLOYDS BANK - General Reserve	01451914	43,614.81	
Bank Balances as at:	31-Dec-15	55,312.50	0.00 check

Earmarked Reserves:

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

DECEMBER PAYMENTS

Payments made by Direct Debit:				Details
FoDDC Business Rates	16.11.15	123.00	DD	Business Rates
Forest Equipment Services Ltd	27.11.15	861.70	STO	Litterpicking
Direct Debits: Sub Total		984.70		
Payments made in advance:				Chq. No.
Mrs L Marcel		39.90	1117	Garage overpayment refunded
Payments in advance of meeting: Sub Total		39.90		
Payments for approval in lieu of meeting:				
Avoncrop		116.00	1118	General Maintenance
Richard Cole Contractors		4,419.00	1119	Grounds Maintenance/Trees
TrunkArb Tree Surgery Ltd		300.00	1120	Trees
Lydney Tennis Club		210.23	1121	Skatepark Electricity
Payments in lieu of meeting: Sub total		5,045.23		
TOTAL PAYMENTS	DECEMBER	6,069.83		

JANUARY PAYMENTS

Payments made by Direct Debit:				Details
FoDDC Business Rates	15.12.15	123.00	Mthly DD	Business Rates
Forest Equipment Services Ltd	29.12.15	861.70	STO	Litterpicking
Severn Trent Water	29.12.15	36.22	Mthly Bi-ann DD	Water Rates
Direct Debits: Sub Total		1,020.92		
Payments made in advance:				Chq. No.
P Hurcomb		5,585.00	1122	Garages/General Reserves
Steve Wilce Building Solutions Ltd		1,860.00	1123	General Reserves
Payments in advance of meeting: Sub Total		7,445.00		
Payments for approval at the meeting on:				
	18th January 2016			
Npower Ltd		68.83	1124	Pump Hse Electricity 1.11.15 - 18.12.15
Payments to meeting: Sub total		68.83		
TOTAL PAYMENTS	JANUARY	8,534.75		

DRM

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A list of unpresented Cheques (For Information only)

Lydney Tennis Club	210.23	1121
P Hurcomb	- 5,585.00	1122
Total	- 5,374.77	

4.1 **To approve Financial Statement**

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

4.2 **To approve Expenditure therefrom**

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

4.3 **To appoint Independent Auditor for Year Ended 2015/16**

It was proposed by Trustee Berryman, seconded by Trustee Harris that Griffiths Marshall would once again be appointed to the role. Unanimous.

Action by - the Trust Secretary

5. **BUSINESS**

5.1 **Fencing Cambourne/Old Compound Update**

Prior to the meeting Trustees were provided with a copy of an email forwarded to the Trust Chairman regarding work carried out by a contractor to clear and grade the area opposite the compound ready for seeding (removing spoils as necessary) and to clear the compound area of vegetation/debris at a cost of £1,550 plus VAT. The expenditure for which was addressed under Delegated Powers (2x Trustees and the Trust Secretary) Noted.

Trustees were advised that many positive comments had been received in regard to the work undertaken at Cambourne, the old compound and the 'new amenity' area and that furthermore Trustees may wish to consider installing signage indicating additional parking on the old compound as well as the benches which had previously been approved.

It was **proposed by Trustee Pugh, seconded by Trustee Pearman** that the Trust would approve 2 new signs (to be erected on completion of the old compound) one advising members of the public of an additional parking area and another one prohibiting parking in front of the 5bar gates on the Trust amenity areas plus installation of benches. Unanimous.

Action by - the Trust Secretary

5.2 **Overhanging Trees on JD Norman side of land between the lake and Bypass**

It was noted that work had been undertaken by JD Norman in relation to felling of trees and clearance of the embankment and watercourse under their Riparian Ownership. Noted.

5.3 **Investor Profile Form**

Prior to the meeting Trustees were provided with a copy of the letter received from Harris Allday which queried whether the Trust wished to aim for a 'medium risk'

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portfolio instead of a 'low-medium risk' as indicated on the returned Investor Profile Form.

After a short discussion it was **proposed by Trustee Ives** that the Trust would remain with the 'low-medium risk' portfolio as previously indicated and requested that the Trust Secretary advise Harris Allday to address accordingly. Unanimous.

Action by - the Trust Secretary

5.4 Lydney Cycleway

Trustee Street advised that he had been in discussions with Lydney Football Club who had agreed 'in principle' to the idea of a footpath behind the club. The route would go into the woods behind the Football Club and would include a small parcel of land opposite the Cricket Club.

Trustee Street further advised that having contacted AMEY they had confirmed that they would be willing to tarmac the proposed area. Trustee Pearman, who had been in attendance with Trustee Street on numerous occasions during discussions regarding the proposed footpath, advised Trustees that the Trust would need to approach a member of Lydney Park Estate regarding the small parcel of land opposite the Cricket Club, as it was believed to be under Lydney Park Estate ownership.

Trustee Pearman therefore requested that Trustee Berryman contact Mr Robert Frankton of Lydney Park Estate to discuss the proposal of the footpath on land which was believed to be under their ownership.

Action by – Trustee Berryman

5.5 Lydney Park Fun Run

Trustees noted that Lydney Park Fun Run had received an impressive turn-out for their first event at Lydney Boating Lake with approximately 218 runners, 25 volunteers and numerous supporters in attendance travelling from distances all over the country such as Poole, Newbury, Birmingham, Evesham, Caerphilly, Reading, Cheltenham, Bristol and Burnham.

During discussion Trustees were delighted to learn of how well supported the Lydney Park Fun Run had been, with attendance from not only local people but also those that may not have otherwise previously visited the area. All of whom commented positively on the improvements made around the lake.

Trustee Ives expressed his surprise that members of the public were unaware of the existence and location of Lydney Boating Lake and felt that the Trust should invest in additional signage throughout the Town.

Trustee Pearman felt that such a regular event generated a positive impact on the Town with additional people visiting the area. Furthermore he advised that the Community Economic Development Plan were in the process of looking to gain funding towards signage within Lydney Town and as part of the plan they could, on behalf of the Trust, incorporate additional signage for Lydney Boating Lake.

Noted.



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5.6 Multi Use Games Area

Prior to the meeting Trustees were provided with a copy of the quotation which had been obtained in line with prior minuted instruction, for applying acrylic and relining of the Multi Use Games Area (MUGA) surface and installing a tarmac path between the MUGA and the Skate Park.

Trustee Pearman advised that he had been present at the site meeting when the recommendation for improvements had been made. It was further advised that the acrylic surfacing would last between 7 - 10 years before any deterioration would appear and was therefore deemed to be a sound investment.

After a short discussion it was **proposed by Trustee Pugh, seconded by Trustee Harris** that the Trust would approve the expenditure (with the work being funded by the project reserve fund) to install a 23 metre long tarmac path, 1.50 metres wide from the Skate Park to the MUGA, along with 2 x 3m² Tarmac entrance pads and resurfacing of the MUGA (which would include a dark green acrylic surface with marked out Basketball court in white and a 5 a side court in yellow) at a total cost of £5,570.00 plus VAT. Unanimous.

Action by - the Trust Secretary

5.7 Lydney Skate Park

Trustees noted that two information signs had been replaced at Lydney Skate Park, prior to Christmas, due to vandalism. Both had been made and installed at a cost of £130.00 plus VAT. Noted.

Trustees noted that a complaint had been received from a member of the public regarding graffiti at the Skate Park and that Lydney Town Council Ground Staff had removed/covered up the offending area as required. Noted.

5.8 Work at Lydney Lakeside

Trustees noted the complaint that had been received from Mrs Midgley and the response tendered. Noted.

5.9 Dog Fouling

Prior to the meeting Trustees were provided with a copy of images for 'No Dogs' signs which had been obtained in line with prior minuted instruction.

Trustees were asked to consider which sign they wished to be installed and the quantity of said sign.

During discussion Trustees resolved that they wished to 'restrict' dogs from Lydney Recreation Trust areas such as the playing field and the Skate Park/MUGA areas, but would still allow dog walkers at Cambourne.

It was proposed by Trustee Legg that the Trust would install 5 x 'No Dogs' signs at the entrances to Lydney Recreation Trust playing field and the Skate Park/MUGA areas. Unanimous.

A.R. Bidd
29.3.16

Action by - the Trust Secretary

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Trustee Legg further advised that unfortunately he had not been able to meet with Trustee Beddis prior to the Trust meeting (to discuss wording for the article/press release regarding the effects of dog fouling) so was unable to provide an update.

It was proposed by Trustee Harris, seconded by Trustee Ives that Trustees Beddis and Legg compile a press release highlighting the effects of dog fouling on Recreation Trust land, and then seek the Trust Secretary's thoughts prior to them submitting such under Delegated Powers. Unanimous.

Action by –Trustees Beddis & Legg & the Trust Secretary

5.10 **Review of Charges for 2016-2017 Financial Year**

Prior to the start of the meeting Trustees were provided with a copy of the proposed charges for 2016-2017 (which included a 10% proposed increase across all charges).

At this point Trustee Pearman declared an interest as a season ticket holder to Lydney Rugby Football Club.

During discussion it was felt that it would be unfair to impose a 10% increase on Lydney Rugby Football Club whilst all other clubs would only pay what was according to their lease.

Acceptance of the charges, subject to no increase to Lydney Rugby Football Club, was **proposed by Trustee Berryman, seconded by Trustee Harris**. Vote carried with 1 abstention.

5.11 **Signage**

Trustees noted that this item had already been discussed under Agenda item 5.1 Fencing Cambourne/Old Compound Update. Noted.

6. **MEMBERS REPORTS**

None.

The meeting closed at 8.45 pm.

Chairman 

Date 29.03.2016