

# LYDNEY RECREATION TRUST

TRUST MEETING – 30 July 2018 - 08

THE MINUTES OF THE MEETING OF THE LYDNEY RECREATION TRUST held in the Council Chamber at Claremont House on Monday 30 July 2018 at 7.58 pm.

**Present:** Trustees C Harris (Chairman), C Legg, B Berryman, R Christodoulides, J Greenwood, R Holmes, H Ives, W Leach, A Preest, C Vaughan and K White

**In Attendance:** Mr C Wheeler – Executive Officer  
Mrs C Whittington – Minute Taker

## 1. APOLOGIES

Apologies for absence were received and noted from Trustees Biddle, Greening and Pearman

## 2. DECLARATIONS OF INTEREST

None.

## 3. APPROVAL OF MINUTES

Approval of the minutes of the meeting held on 4 June 2018 were confirmed and signed as a true record. **Proposed by Trustee Ives, seconded by Trustee Legg. Unanimous.**

It was noted that since the last meeting it had been necessary to undertake the following actions under Delegated Powers (*approved prior by Trustees*):-

- Treatment of Japanese Knotweed (Cost £168.00)

## 4. FINANCE & SUNDRY PAYMENTS

FINANCIAL STATEMENT	JUNE & JULY 2018		
<b>Bank Balance as 1st April 2018</b>			
LLOYDS BANK - Current	01727642	11,436.62	C/F 17/18 £980.00
LLOYDS BANK - General Reserve	01451914	62,535.61	
		<b>Bank Balance</b>	<b>73,972.23</b>

### TRANSACTIONS

#### RECEIPTS

Receipts APRIL	4,500.77	
Receipts MAY	22,073.55	
<b>Receipts JUNE</b>	<b>1,620.13</b>	<b>Shown on separate sheet</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>28,194.45</b>	



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## PAYMENTS

Payments APRIL	345.03	
Payments MAY	5,639.83	
<b>Payments JUNE</b>	<b>4,082.21</b>	<b>Detailed below</b>
<b>Payments JULY</b>	<b>1,705.74</b>	<b>Detailed below</b>
Payments AUGUST		
Payments SEPTEMBER		
Payments OCTOBER		
Payments NOVEMBER		
Payments DECEMBER		
Payments JANUARY		
Payments FEBRUARY		
Payments MARCH		
Payments PRIOR TO YEAR END		
	<b>Total Payments YTD</b>	<b>11,772.81</b>
	<b>Total</b>	<b>90,393.87</b>

<b>Reconciled Bank Statements as at end</b>	<b>JUNE 2018</b>		<i>Bank Statements attached</i>
LLOYDS BANK - Current	01727642	27,850.20	
LLOYDS BANK - General Reserve	01451914	62,543.67	
<b>Bank Balances as at:</b>	<b>30-Jun-18</b>	<b>90,393.87</b>	<b>0.00</b> check

## JUNE PAYMENTS

### Payments made by Direct Debit/Standing Order

FoDDC	15.05.18	55.00	DD	Monthly	Water/Business Rates
FoDDC	15.05.18	175.00	DD	Monthly	Water/Business Rates
Forest Equipment Services Ltd (May)	29.05.18	1,049.52	STO	Monthly	Litterpicking
<b>Direct Debits: Sub total</b>		<b>1,279.52</b>			

### Payments made in advance:

			<u>Chq No</u>		
P Hurcomb	29.05.18	310.00	1402	Ad Hoc	Vandlism
Npower	11.06.18	148.69	1403	Qrtly	Water/Bussines/Elect
<b>Payments in advance of meeting: Sub total</b>		<b>458.69</b>			

### Payments for approval in lieu of meeting:

Evolution Skatepark Ramps	1,403.34	1404	Ad hoc	Skate Board Park
Forest Equipment Services Ltd	40.66	1405	Annual	Littepicking
Griffiths Marshall	900.00	1406	Quarterly	Audit
<b>Payments in lieu of meeting: Sub total</b>	<b>2,344.00</b>			

<b>TOTAL PAYMENTS</b>	<b>JUNE</b>	<b>4,082.21</b>
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## JULY PAYMENTS

### Payments made by Direct Debit/Standing Order

FoDDC	15.06.18	55.00	DD	Monthly	Water/Business Rates
FoDDC	15.06.18	175.00	DD	Monthly	Water/Business Rates
Forest Equipment Services Ltd (June)	26.06.18	1,049.52	STO	Monthly	Litterpicking
Water Plus	27.06.18	14.22	DD	Qrtly	Water/Rates/Electricity
<b>Direct Debits: Sub total</b>		<b>1,293.74</b>			

### Payments made in advance:

### Chq No

None

**Payments in advance of meeting: Sub total** 0.00

### Payments for approval at meeting on: 30th July 2018

TrunkArb Tree Surgery Ltd	354.00	1407	H&S/ Trees
Cash	58.00	1408	Postage
<b>Payments to meeting: Sub total</b>	<b>412.00</b>		

**TOTAL PAYMENTS JULY** **1,705.74**

### A list of unrepresented Cheques (For Information only)

R Cole Contracting	2,443.97	1395
Evolution Skatepark Ramps	1,403.34	1404
Forest Equipment Services Ltd	40.66	1405
Griffiths Marshall	900.00	1406
<b>Total</b>	<b>4,787.97</b>	

#### 4.1 Financial Statement

Receipt of the monthly payment schedule (including any transfers/virements) was **proposed by Trustee Berryman, seconded by Trustee Leach. Unanimous**

Attention was drawn to the separate shares overview document which had been received in respect of the Trust's Share Portfolio and the Executive Officer advised Trustees that on completion and payment of all drainage works the VAT reclaimed from said works would be reinvested and show in the Share Portfolio. Noted

#### 4.2 Approval of Payments

Approval of payments from the monthly payment schedule (including any transfers/virements) was **proposed by Trustee Harris. Unanimous.**



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- 4.3 **To receive a copy of the audited Y/E account which have been duly submitted to the Charity Commission**  
The Executive Officer informed Trustees that the External Auditor had submitted a copy of the accounts for year-end 31<sup>st</sup> March 2018 to the Charity Commission - Noted

## 5. **BUSINESS**

### 5.1 **Incident - Lydney Skate Park**

Trustees noted the email depicting an injury sustained by a youngster whilst using the Skate Park.

Trustees noted the subsequent email received from Mark Harpers MP's office in relation to this incident and the subsequent response tendered to him by the Trust Secretary advising the matter had been referred to the Trusts insurer which is standard protocol in such circumstances.

During a lengthy discussion the Trustees agreed that it was a small minority who were causing the trouble at the Skate Park. Trustee Legg advised that he had accompanied a Police Officer and he was appalled at the state of the people using the skatepark and the mess they left in their wake, which was preventing people who wanted to use the facility from doing so. Trustees were advised that the Police Officer had suggested a Drugs Awareness Van visit the site. Trustee were also advised of the anti-social behaviour which was now being experienced in the Hamms Road Carpark (e.g. speeding vehicles, noise etc.). Noted

### 5.2 **Hams Road Car Park**

The Trustees discussed the use of a chicane system or possible alternative methods to prevent the cars entering the car park. Such would be a moveable system to ensure when the fair visits they could gain access. **Trustee Harris Proposed** that Delegated Powers be bestowed upon the Trust Secretary to explore the options further for costings to table at the September meeting. **Unanimous.**

**Action – Trust Secretary**

### 5.3 **Recreation Trust Ground – Drainage Works**

Trustees noted that drainage work commenced on 9<sup>th</sup> July 2018. With work likely to continue through to mid-September with Phase 2 being addressed at the end of the Cricket Season – September 2018, Phase 3 in May 2019, drainage of the main Football pitch and Phase 4, sand slitting/top dressing – August 2019. The Executive Officer advised Trustees that it had been necessary to lay an additional water pipe at a cost of £166.80, which would come out of the contingency for the drainage works to service the Tennis Club and resolve an historic issue. Noted

### 5.6 **GPFA Assessment Reports for 2018 (Skatepark/MUGA)**

Prior to the meeting Trustees were provided with a copy of the report which had been received by GPFA. Noted





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Prior to the meeting Trustees were provided with a copy of the report which had been received by GPFA. Noted

**Trustee Harris proposed** that Delegate Powers be bestowed up the Trust Secretary and two Trustees members to address any Health and Safety issues for repair work that has been identified in the report. Trustees discussed the Skate Park at length and agreed that no additional money should be spent on the equipment other than H & S matters. **Unanimous**

**Action – Trust Secretary**

6. **MEMBERS REPORTS**

No reports to note.

The meeting closed at 8.42 pm.

Chairman .....

*Pottains*

Date .....

*24.9.18*