

LYDNEY RECREATION TRUST

TRUST MEETING – 26 November 2018 - 19

THE MINUTES OF THE MEETING OF THE LYDNEY RECREATION TRUST held in the Council Chamber at Claremont House on Monday 26 November 2018 at 7.38 pm.

Present: Trustees C Harris (Chairman), B Berryman, D Biddle, K Greening, J Greenwood, R Holmes, H Ives, B Pearman, T Tremlett and C Vaughan

In Attendance: Mrs J Smailes – Trust Secretary
Miss C Wheeler – Assistant Secretary
Two members of the public

Trustee Harris 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 Trustees Christodoulides, Leach, Legg, Preest and White.

2. **DECLARATIONS OF INTEREST**

Trustee Ives – Agenda Item 5.4 – Lydney Cycleway Improvements (Gloucestershire County Council)

Trustee Tremlett – Agenda Item 5.1 – Park Run

3. **APPROVAL OF MINUTES**

Approval of the minutes of the meeting held on 24 September 2018 were confirmed and signed as a true record. **Proposed by Trustee Ives, seconded by Trustee Berryman.** Vote carried.

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

- Repair to two garages – cost £1,200.00

4. **FINANCE & SUNDRY PAYMENTS**

FINANCIAL STATEMENT -

OCTOBER & NOVEMBER 2018

Opening Bank Balances as 1st April 2017

LLOYDS BANK - Current account

11,436.62

C/F 17/18 £980.00

LLOYDS BANK – General Reserves

62,535.61

Brewin Dolphin Share Portfolio as at 31.03.18

£267,176.00

Bank Balance

73,972.23

TRANSACTIONS

RECEIPTS

Receipts APRIL

4,500.77

Receipts MAY

22,073.255

Receipts JUNE

1,620.13

Receipts JULY

226,353.34

Receipts AUGUST

3,146.81

Receipts SEPTEMBER

1,419.26

Receipts OCTOBER

2,320.45

Shown on separate sheet

Receipts NOVEMBER



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Receipts DECEMBER
Receipts JANUARY
Receipts FEBRUARY
Receipts MARCH

Total Receipts YTD 261,434.31

PAYMENTS

Payments APRIL	345.03
Payments MAY	5,639.83
Payments JUNE	4,082.21
Payments JULY	1,705.74
Payments AUGUST	4,885.52
Payments SEPTEMBER	69,018.37
Payments OCTOBER	5,940.38
Payments NOVEMBER	47,453.38

Detailed Below
Detailed Below

Payments DECEMBER
Payments JANUARY
Payments FEBRUARY
Payments MARCH
Payments PRIOR TO YEAR END

Total Payments YTD 139,070.46
196,336.08

Reconciled Bank Statements as at end	OCTOBER 2018	
LLOYDS BANK - Current Account 01727642		20,632.63
LLOYDS BANK – General Reserves 01451914	65,365.65	
LLOYDS Bank – General Reserves 01451914	110,337.80	286,930.10
Bank Balances as at: 31-Oct-18		<u>196,336.08</u>

OCTOBER PAYMENTS

Payments made by Direct Debit/Standing Order

FoDDC	17.09.18	55.00	DD	Monthly	Water/Business Rates
FoDDC	17.09.18	175.00	DD	Monthly	Water/Business Rates
Water Plus	25.09.18	12.64	DD	Quarterly	Water/Business Rates
Forest Equipment Services	26.09.18	1,049.52	STO	Monthly	Litter Picking
		<u>1,292.16</u>			

Payments made in advance:

None		00.00			
Payments in advance of Meeting: Sub total		<u>00.00</u>			

Chq No

Payments for approval in Lieu of meeting

Richard Cole Contracting	4,276.94	1413	6 Monthly	Grass Cutting
Forest Equipment Services Ltd	203.28	1414	Ad Hoc	Litterpicking
A Martin – Nature Conservation Services	168.00	1415	Annual	Grds Maintenance
Payments in Lieu of meeting: Sub total	<u>4,648.22</u>			

TOTAL PAYMENTS **OCTOBER** **5,940.38**

NOVEMBER PAYMENTS

Payments made by Direct Debit:

FoDDC Business Rates	15.10.18	55.00	DD	Monthly	Water/Business Rate
FoDDC Business Rates	15.10.18	175.00	DD	Monthly	Water/Business Rates
Forest Equipment Services Ltd	26.10.18	1,049.52	STO	Monthly	Litter Picking
Direct Debits: Sub total		<u>1,279.52</u>			

Payments made in advance of meeting

N Power		1,300.00	1416	Ad Hoc	Drainage & Contingency
		<u>43,558.20</u>	1417	Ad Hoc	Drainage
		<u>44,858.20</u>			

Payments for approval at meeting on:

**26th Nov
2018**

Forest Equipment Services Ltd	40.66	1418	Quarterly	Litter Picking
Lydney Settled Estate	75.00	1419	Ad Hoc	C/F 17/18 Benches
P Hurcomb	1,200.00	1420	Ad Hoc	General Reserves

Payments to meeting: Sub total 1,315.66



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TOTAL PAYMENTS	NOV	
		<u>47,453.38</u>
<u>A list of unrepresented Cheques (For Information only)</u>		
D W Clark Ltd		396.00 1412
Richard Cole Contracting		4,276.94 1413
Forest Equipment Services Ltd		203.28 1414
	Total	<u>4,876.22</u>

- 4.1 **Financial Statement**
Receipt of the monthly payment schedule was **proposed by Trustee Ives, seconded by Trustee Greening.** Unanimous.
- 4.2 **Approval of Payments**
Approval of payments from the monthly payment schedule (no transfers/virements were required) was **proposed by Trustee Berryman, seconded by Trustee Greening.** Unanimous.
5. **BUSINESS**
- 5.1 **Park Run**
Prior to the meeting Members were provided with a copy of an e-mail which had been received from Lydney Park Run requesting consent to once again be permitted to host a run on Christmas Day and New Year's Day. It was **proposed by Trustee Berryman, seconded by Trustee Greening,** that consent for the runs would be given. Vote carried.
Action by – the Trust Secretary
- 5.2 **Bridge Inspection Reports**
Trustees were informed that a further e-mail had been sent to a representative of Mabey Bridge, a response to which was pending. Trustees requested that the matter be an agenda item for the next meeting.
Action by – the Trust Secretary
- 5.3 **Lydney Tennis Club**
Trustees were informed that Lydney Town Council's Mayor had kindly agreed to provide Lydney Tennis Club with a donation of £500.00 from the Civic Fund in order that the Club may purchase an Automated External Defibrillator. Trustees noted that whilst the equipment would be based at the Tennis Club, it would be available for use by anyone using the Recreation Ground whilst the Club's facilities were in operation.

Members were then asked to consider if they wished to "match" Lydney Town Council's donation to the Tennis Club in respect of the equipment. It was **proposed by Trustee Vaughan, seconded by Trustee Ives,** that the Trust would provide a donation of £500.00 towards the cost of the equipment. Vote carried.
Action by – the Trust Secretary
- It was also noted that grant funding was also being applied for in respect of an AED Cabinet.



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5.4 **Lydney Cycleway Improvements**

Prior to the meeting Trustees were provided with a copy of the response which had been received from Gloucestershire County Council regarding the concerns which had been voiced at the last meeting regarding the proposed scheme.

Attention was drawn to the fact that in the response the Trust had been requested to comment on land which was outside of its ownership. Furthermore, the Trust had been advised that it was able to appoint a legal representative to act for the Trust during the negotiations for the County Council's proposed use of the land, the cost of which would be borne by the County Council. Trustees were also reminded of the need to ensure that any item installed by the County Council to facilitate the scheme (e.g. footway, bridge, etc) must be located outside of the defined "leased" areas and the enclosed Recreation Ground drainage. Attention was also drawn to the fact that Gloucestershire County Council had agreed to investigate and resolve the longstanding ownership issues along the eastern boundary of the Recreation Ground.

It was **proposed by Trustee Pearman, seconded by Trustee Greening** that the Trust would accept Gloucestershire County Council's offer to cover the cost of appointing a legal representative to act for the Trust during negotiations with said Authority; that Mr N Hodgson (Okells Francis Law) would be appointed to act on the Trust's behalf; that the Trust's Legal Representative and Gloucestershire County Council would be advised of the need to ensure that any item installed by the County Council to facilitate the scheme (e.g. footway, bridge, etc) must be located outside of the defined "leased" areas and the enclosed Recreation Ground drainage. Vote carried.

Action by – the Trust Secretary

5.5 **Signage on Lydney Recreation Trust**

Deferred due to the absence of Trustee White.

5.6 **Anti-Social Behaviour**

It was **proposed by Trustee Harris**, that consideration of the matter be deferred until the next meeting, due to the absence of the Trustee who requested the item and the level of Trustee absence. Vote carried.

Action by – the Trust Secretary

6. **MEMBERS REPORTS**

None.

The meeting closed at 7.54 pm.

Chairman 

Date 28.1.19