

# LYDNEY RECREATION TRUST

TRUST MEETING – 25<sup>th</sup> March 2019 - 29

THE MINUTES OF THE MEETING OF THE LYDNEY RECREATION TRUST held in the Council Chamber at Claremont House on Monday 25<sup>th</sup> March 2019 at 7.00 pm.

**Present:** Trustees (C Legg - Chairman), B Berryman, R Holmes, H Ives, W Leach, B Pearman. and T Tremlett

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

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.

Presentation by Stella Motorcycle Training had been cancelled prior to meeting as the organisation had since secured ground elsewhere.

Mr R Stowe - E-On Solutions, failed to attend the meeting to give a presentation concerning Electric Car Charging Points (*no apologies tendered*)

1. **APOLOGIES**

Apologies for absence were received and noted from Trustees; R Christodoulides, C Harris, A Preest and K White.

2. **DECLARATIONS OF INTEREST**

Trustee Ives – Agenda Item 5.2 – Lydney Cycle Improvements – due to being a GCC employee working in relevant department.

3. **APPROVAL OF MINUTES**

Approval of the minutes of the meeting held on 28<sup>th</sup> January 2019 were confirmed and signed as a true record. **Proposed by Trustee Tremlett, seconded by Trustee Holmes.**  
Vote carried.

4. **FINANCE & SUNDRY PAYMENTS**

FINANCIAL STATEMENT -		FEBRUARY & MARCH 2019	
<b><u>Opening Bank Balances as 1st April 2017</u></b>			
LLOYDS BANK - Current account		11,436.62	<i>C/F 17/18 £980.00</i>
LLOYDS BANK – General Reserves		62,535.61	
Brewin Dolphin Share Portfolio as at 31.03.18	£267,176.00		
		<b>Bank Balance</b>	<b><u>73,972.23</u></b>
<b><u>TRANSACTIONS</u></b>			
<b><u>RECEIPTS</u></b>			
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	
Receipts NOVEMBER		15,760.32	
Receipts DECEMBER		1,823.95	
Receipts JANUARY		3,799.02	
<b>Receipts FEBRUARY</b>		<b>9,679.66</b>	<b>Shown Separate</b>
Receipts MARCH			
		<b>Total Receipts YTD</b>	<b><u>292,497.26</u></b>
<b><u>PAYMENTS</u></b>			
Payments APRIL		345.03	
Payments MAY		5,639.83	
Payments JUNE		4,082.21	
Payments JULY		1,705.74	
Payments AUGUST		4,885.52	



# LYDNEY RECREATION TRUST

TRUST MEETING – 25<sup>th</sup> March 2019 – 30

Payments SEPTEMBER	69,018.37	
Payments OCTOBER	5,940.38	
Payments NOVEMBER	47,453.38	
Payments DECEMBER	1,871.31	
Payments JANUARY	1,454.85	
Payments FEBRUARY	7,149.81	Detailed Below
Payments MARCH	13,364.39	Detailed Below
Payments PRIOR TO YEAR END		
	<b>Total Payments YTD</b>	<b>162,910.82</b>
		<b>203,558.67</b>

## Reconciled Bank Statements as at end

FEBRUARY 2019

LLOYDS BANK - Current Account 01727642		28,518.89
LLOYDS BANK – General Reserves 01451914	65,001.98	
LLOYDS Bank – General Reserves 01451914	110,037.80	175,039.78
<b>Bank Balances as at: 28-Feb-19</b>		<b>203,558.67</b>

## FEBRUARY PAYMENTS

### Payments made by Direct Debit/Standing Order

FoDDC	15.01.19	175.00	DD	Monthly	Water/Business Rates
Forest Equipment Services Ltd	26.01.19	1,049.52	STO	Monthly	Litter Picking
		<u>1,224.52</u>			

### Payments made in advance:

Cash		31.95	Chq No 1426	Ad Hoc	Grounds Maintenance
<b>Payments in advance of Meeting: Sub total</b>		<u>31.95</u>			

### Payments for approval in Lieu of meeting

Lydne Settled Estate		90.00	1427	Ad Hoc	Grounds Maintenance
Zurich		5,803.34	1428	Annual	Insurance
<b>Payments in Lieu of meeting: Sub total</b>		<u>5,893.34</u>			

**TOTAL PAYMENTS FEBRUARY 7,149.81**

## MARCH PAYMENTS

### Payments made by Direct Debit:

Forest Equipment Services Ltd	26.02.19	1,049.52	STO	Monthly	Litter Picking
<b>Direct Debits: Sub total</b>		<u>1,049.52</u>			

### Payments made in advance of meeting

Forest Driveways	04.03.19	10,728.00	1429	Ad Hoc	
Alan Griffiths Transport Ltd	04.03.19	247.44	1430	Ad Hoc	
N power	12.03.19	205.04	1431	Quarterly	Water/Rates
		<u>11,180.48</u>			

### Payments for approval at meeting on: 25th Mar 2019

Forest Equipment Services Ltd		40.66	1432	Quarterly	Litter Picking
J R B Enterprise Ltd		744.00	1433	Ad hoc	Dog Waste/Litter
L Cole Electrical		150.00	1434	Ad Hoc	Difb Installation
TrunkArb Tree Surgery Ltd		168.00	1435	Annual	H & S & Trees
Cash		31.73	1436	Monthly	General Maintenance
<b>Payments to meeting: Sub total</b>		<u>1,134.39</u>			

**TOTAL PAYMENTS MARCH 13,364.39**

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

Lydne Settled Estate		90.00	1427
Zurich		5,803.34	1428
<b>Total</b>		<u>5,893.34</u>	

# LYDNEY RECREATION TRUST

TRUST MEETING – 25<sup>th</sup> March 2019 – 31

4.1 **Financial Statement**

Receipt of the monthly payment schedule was **proposed by Trustee Ives, seconded by Trustee Pearman**. Unanimous

4.2 **Approval of Payments**

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

The Trust Secretary advised that the Trust would once again be ending the Financial Year within its approved budget; that drainage work was shortly to commence on the Football Pitch and that the sand slitting work would follow, utilising the approved 'earmark' funds. Noted.

Trustee Ives noted that the dividend received on the Trust's Share Portfolio was lower than anticipated and was advised that this was because the committee had taken the view to invest the money in long-term investments, also that the capital had been significantly reduced owing to the drainage improvement works undertaken. Noted.

Trustees were asked to consider bestowing delegated powers in order that Mth 13 Payments may be addressed; **proposed by Trustee Legg**. Unanimous

5. **BUSINESS**

5.1 **Use of a Metal Detector**

Trustees were asked to consider a request that would permit the use of a metal detectors on Recreational Trust Ground.

Trustee Ives expressed concern over what would happen if something of value was found? Trustee Tremlett felt allowing the use of such equipment may result in the Trust being inundated with similar requests and also stated that she felt if anything of great value was found that the Trust should have a means of being able to claim part of the find.

The Trust secretary advised that a number of authorities regulated the use of such equipment via a council policy.

**It was proposed by Trustee Legg** that permission be given to the individual; that they be advised that they are to leave the surface of the ground in its original state and that the Trust Secretary be instructed to prepare a policy for consideration/adoption by Lydney Town Council. Vote carried

**Action by – the Trust Secretary**

5.2 **Lydney Cycleway Improvements**

Trustee Pearman reminded Trustees that this particular scheme would be funded by the LEP; that GCC had no perceived issue with the planned route, and that work would commence in Spring 2019. Noted



# LYDNEY RECREATION TRUST

TRUST MEETING – 25<sup>th</sup> March 2019 – 32

## 5.3 Drainage Scheme

Prior to the meeting Members were provided with a second copy of the report which had been obtained on the current pumping system, together with copies of the quotation which had been obtained for the work identified in the report. Trustees were also provided with a copy of a further quotation which had been obtained to install a second water catchment facility in order to maximise the amount of water which could be stored on site for discharge.

The necessity to ensure the surface water taken from the playing pitches via the new drainage scheme could be adequately accommodated/expelled into the Lyd via the Pump House single chamber system was discussed at length. The Trust Secretary urged Trustees to consider the money that had been expended recently to facilitate the drainage upgrade and suggested that consideration should also be given to the report which outlined the work needed to ensure the Pump House could cope with the additional volume of water in times of adverse weather.

Trustee Ives felt it was important that the discharge rate into the Lyd remained at the current rate, this would also ensure that there was little/minimal bank erosion. Trustee Pearman felt that the report gained from the E/A did not assist Trustees in reaching a decision, however he felt that it made sense to install a further catchment chamber thereby slowing the discharge rate and not overtaxing the pump. Trustee Pearman felt that in order for Trustees to be able to confidently commission works, a further site meeting/report should be gained from the E/A or the lead Flood Officer at FODDC. Trustee Tremlett felt that the Lead Flood Officer may also be in a position to suggest alternative Contractors.

**Proposed by Trustee Ives** that a further report from either the E/A or Lead Flood Officer at FODDC be obtained in order that a decision may be taken at the next Trust meeting.

**Action by – the Trust Secretary**

## 6. FORMAL CORRESPONDENCE

### **Dean Forest Railway (DFR)**

Trustee Pearman stated that he had attended the opening of St Mary's Bridge and had spoken to a representative of Dean Forest Railway who had also since written to Trustees to advise of their intention to undertake work on the old platform. To facilitate such works Dean Forest Railway would like Trustees to provide consent, initially in principle only, to allowing DFR to gain access to the site via Trust ground. Trustee Leach stated that whilst he did not foresee an issue, the Trust's full consent should be withheld until such time as DFR had provided the Trust with an outline of their proposals. Noted

### **Lydney Tennis Club**

The Trust had received a letter of thanks in respect to the pathway it had installed and which now provided disabled access to the courts. Noted

### **Lydney Cricket Club**

The Trust had received a letter of thanks in respect to the drainage improvement works undertaken on the Recreation Trust Ground, in particular the letter thanked the Trust Secretary for her work and dedication to the project. Noted



# LYDNEY RECREATION TRUST

TRUST MEETING – 25<sup>th</sup> March 2019 – 33

## Wildflower/Bug Hotels – Lydney Lake

Trustees were provided with sight of a number of letters received from Mr Evans in which he requested consideration be given to issuing him with an Easement in order he may cross Trust Ground adjacent to Lydney Lake. The Trust Secretary explained Mr Evans had already been advised that no Easement would be given however he could apply, via the Trust's solicitor, for a Personnel Licence (*this would not provide anyone other than him with any future rights*)

The Trust Secretary reiterated that the Trust was in litigation with several residents whose properties were located adjacent to the lake; that Trustee's had previously resolved to take action following legal advice that resulted in the Trust 'stopping up' several rear entrances leading onto its ground as a means of protecting Trust amenity ground as it was widely known that a number of residents were seeking to gain planning permission which would allow them to build in their gardens given that access via Lakeside Gardens had been denied these residents had seen fit to erect gates at the end of their gardens leading onto Trust ground without the Trust's consent in order to gain 'right of passage' over Trust ground at some point in the future. The re-demarcation of the Public Right of Way and creation of the Wildflower area/Bug Hotels prevented the claiming such rights.

The Trust Secretary stated that the residents concerned had all received a solicitor letter challenging any/all claim they had put forward and for this reason any/all future communication needed to be via the Trust's solicitor. Noted.

## 7. TRUSTEE REPORTS

Trustee Leach advised that he was trying, as part of the Party in the Park Event, to organise a 5k Fun Run that would involve the use of the Recreation Trust Ground also; that if the run went ahead it would be advertised as being under the orspise of the Athletics Club who will then ensure they are compliant with the Park event Risk Assessment. The Trust Secretary also reminded Trustee Leach that the Athletics Club would need to provide a copy of its Public Liability Insurance, that the proposed route as part was to be run 'off-site' and that the route would need to be agreed as part of the overall event preparations and that Trustee Leach would need to ensure he had sufficient marshals on the day.

## 8. APPROVAL OF MINUTES (*last meeting prior to current Trustee's end of Term of Office*)

The Trust Secretary explained the necessity to approve the Minutes due to the pending elections.

I SIGN THESE MINUTES AS RETIRING TRUST CHAIRMAN AS CORROBORATION THAT THE CONTENT OF SUCH IS A TRUE REFLECTION OF THE LAST MEETING OF CURRENT TRUSTEES

The meeting closed at 7.28 pm.

Chairman .....

*[Handwritten Signature]*

Date .....

30.4.19