

# LYDNEY RECREATION TRUST

TRUST MEETING – 27 May 2014 - 01

**THE MINUTES OF THE MEETING OF THE LYDNEY RECREATION TRUST** held in the Council Chamber at Claremont House on Monday 27 May 2014 at 7.02 pm.

**Present:** Trustees A Preest (Chairman), B Berryman, D Biddle, C Harris, V Hobman, H Ives, C Matthews, W Osborne, B Pearman, S Rudge, B Thomas and C Vaughan

**In Attendance:** Mr R Beswick, Lydney Rugby Club Mini & Youth Chairman (Presentation only)  
Mr T Davis – Agenda item 5.1 only  
One member of the public  
Mrs J Smailes – Trust Secretary  
Miss C Wheeler – Assistant Secretary

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Trustee Preest 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.

Prior to the commencement of the meeting Trustees received a report from Mr R Beswick regarding the arrangements which had been made for the Lydney RFC Mini Festival scheduled for 28 September on Lydney Recreation Ground. Mr Beswick also provided Trustees with a site layout for the event.

Members were pleased to learn of the wide variety of clubs which would be completing, together with the anticipated attendance numbers. It was noted that the event would not encroach on the facilities used by Lydney Town AFC, Lydney Cricket Club and Lydney Tennis Club. Mr Beswick sought permission for the following:

- The erection of marquees on the ground
- The ability to place blue bins on the ground for use as temporary litter bins
- Variance of the grass cutting schedule for the ground in order to facilitate the marking out of the pitches

Trustees spoke in support of the event and noted that the Club would apply white liner to the ground to mark out additional pitches. Mr Beswick was requested to ensure that access for emergency vehicle was maintained between the football and cricket pitches and was also advised on the benefit of early liaison with local residents.

It was noted that the issues raised by Mr Beswick would be considered by Trustees later in the meeting.

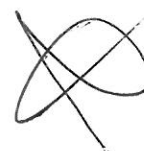
Mr Beswick then excused himself from the Chamber.

1. **APOLOGIES**

Apologies for absence were received and noted from Trustee Bonser.

2. **DECLARATIONS OF INTEREST**

Trustee Pearman – Agenda Item 5.2 Cambourne Meadow (prospective allotment tenant)



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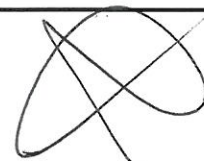
## 3. APPROVAL OF MINUTES

Trustee Preest requested that the Declaration of Interest assigned to him in the minutes be removed, as no such Declaration had been made. Trustee Rudge felt that said Declaration had actually been made by him.

Approval of the minutes of the meeting held on 24 March 2014 were then confirmed and signed as a true record. **Proposed by Trustee Harris, seconded by Trustee Berryman. Unanimous.**

## 4. FINANCE & SUNDRY PAYMENTS

FINANCIAL STATEMENT		APRIL & MAY 2014	
<b>Bank Balance as 1st April 2014</b>			
LLOYDS BANK – Current	01727642	5,113.60	
LLOYDS BANK - Current – Projects	36195160	2,917.46	
LLOYDS BANK - General Reserve	01451914	32,623.38	
	<b>Bank Balance</b>	<b>40,654.44</b>	
<b><u>TRANSACTIONS</u></b>			
<b><u>RECEIPTS</u></b>			
Receipts APRIL		1,969.47	See attached
Receipts MAY			
Receipts JUNE			
Receipts JULY			
Receipts AUGUST			
Receipts SEPTEMBER			
Receipts OCTOBER			
Receipts NOVEMBER			
Receipts DECEMBER			
Receipts JANUARY			
Receipts FEBRUARY			
Receipts MARCH			
	<b>Total Receipts YTD</b>	<b>1,969.47</b>	
<b><u>PAYMENTS</u></b>			
Payments APRIL		462.32	Detailed below
Payments MAY		302.84	Detailed below
Payments JUNE			
Payments JULY			
Payments AUGUST			
Payments SEPTEMBER			
Payments OCTOBER			
Payments NOVEMBER			
Payments DECEMBER			
Payment JANUARY			
Payment FEBRUARY			
Payment MARCH			
Payments PRIOR TO YEAR END			
	<b>Total Payments YTD</b>	<b>765.16</b>	
	<b>Total</b>	<b>41,858.75</b>	
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<b>Reconciled Bank Statements as at end</b>	<b>APRIL 2014</b>		<b>Bank statements attached</b>
LLOYDS BANK – Current	01727642	5,823.92	
LLOYDS BANK - Current – Projects	36195160	2,917.46	
LLOYDS BANK - General Reserve	01451914	33,117.37	
	<b>Bank Balances as at</b>	<b>41,858.75</b>	<b>0.00</b>
<hr/>			
<i>Earmarked Reserves:</i>			
<i>Drainage (residue from sale of Lakeside House)</i>		<i>£65,000.00</i>	<i>Currently held as part of Share Portfolio</i>



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<u>APRIL PAYMENTS</u>		<u>Details</u>	
<u>Payments made by Direct Debit:</u>			
<i>none</i>			
	<b>Direct Debits:</b>	<b>Sub Total</b>	<u>0.00</u>
<u>Payments made in advance:</u>			
<i>none</i>			
	<b>Payments in advance of meeting:</b>	<b>Sub Total</b>	<u>0.00</u>
<u>Payments for approval in lieu of meeting:</u>			
FoDDC (Land Registry search)		40.80	1031 Legal Fees
Light Fantastic DIY Ltd		31.52	1032 Grounds Maintenance
Okells Francis Law (Tfr footbridge to Tennis Club)		390.00	1033 Legal Fees
	<b>Payments in lieu of meeting:</b>	<b>Sub total</b>	<u>462.32</u>
<b>TOTAL PAYMENTS</b>	<b>APRIL 2014</b>		<u><u>462.32</u></u>

<u>MAY PAYMENTS</u>		<u>Details</u>	
<u>Payments made by Direct Debit:</u>			
<i>none</i>			
	<b>Direct Debits:</b>	<b>Sub Total</b>	<u>0.00</u>
<u>Payments made in advance:</u>			
<i>none</i>			
	<b>Payments in advance of meeting:</b>	<b>Sub Total</b>	<u>0.00</u>
<u>Payments for approval at the meeting on:</u> 27th May 2014			
Light Fantastic DIY Ltd		51.84	1034 Grounds Maintenance
Nicholas S Smith (VAT only re Lakeside)		251.00	1035 Lakeside
	<b>Payments to meeting:</b>	<b>Sub total</b>	<u>302.84</u>
<b>TOTAL PAYMENTS</b>	<b>MAY 2014</b>		<u><u>302.84</u></u>

<u>A list of unpresented Cheques (For Information only)</u>			
FoDDC		40.80	1031
Light Fantastic DIY Ltd		31.52	1032
Okells Francis Law		390.00	1033
	<b>Total</b>	<u><u>462.32</u></u>	
<u>Projects Account</u>			
<i>none</i>			
			<u>0.00</u>

## 4.1 Financial Statement

Approval of the accounts/payments was **proposed by Trustee Harris, seconded by Trustee Hobman.** Unanimous.

## 5. BUSINESS

### 5.1 2014 Scoot Jam

Prior to the meeting Trustees were provided with copies of the e-mail responses which had been received from Ms Foot and Ms Challener.

Trustee Preest welcomed Mr Davis to the meeting and expressed concern that a misunderstanding had occurred between the Trust and the organisers of the 2013 event.

Whilst Mr Davis voiced his support of the sentiments contained in the e-mails, he expressed a desire to try and make future events work. During the course of the

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discussion Mr Davis outlined the strengths which each Scoot Jam Committee member had brought to the event and felt other Towns to be more supportive of events which took place in their Towns. Furthermore, he explained his involvement with the event was as a businessman and he felt that he should not be asked attend an event as a “favour” or organise events free of charge. Responding to a question which had been raised by Trustee Harris, Mr Davis felt that derogatory comments had been made by Trust Members which had resulted in the generation of negative feelings.

Trustees Pearman and Vaughan reported that they had both attended the event which they had felt to be beneficial for the young people of the Town. Mr Davis was invited to provide his thoughts/recommendations on holding future events. Mr Davis recommended that the Trust adopt a “freer” attitude towards any future events; stressed the need to ensure that professionals were involved during the early stages of event organisation; highlighted that the Trust needed to accept that any event would generate a number of costs which would need to be met and the need to obtain the best value, not necessarily accept the lowest price for a service.

Trustee Biddle noted that the event in 2013 had cost £2,000 which he thought to be acceptable, based on his knowledge of the event organised at Lydney Docks. Trustee Biddle also felt that if the Town Council wished to more recreational events to be provided in the Town it would need to provide funding accordingly. Trustees were advised that the Council would need to prioritise where its funding was expended, if the Council wished to facilitate events.

Trustee Matthews questioned if it would now been too late to organise an event for the current year. Mr Davis felt that it would be difficult to organise any future event without the involvement of Ms Foot and Ms Challenger. Trustee Biddle advised that a gentleman from Monmouth may be interested in organising a future events, but it would be focused towards BMX. However, Mr Davis informed Trustees of the difficulties which had been experienced with BMX riders during the Scoot Jam (e.g. attempted arson and assault) and that the organising Committee had been astonished when the Trust had called for BMX riders to be catered for at future events.

Trustee Harris expressed disappointment that the event would not take place this year; expressed a desire that the organising Committee would consider arranging an event for 2015, which would receive the support of the Trust.

Mr Davis then excused himself from the meeting.

## 5.2 Cambourne Meadow

As Trust Chairman, Trustee Preest elected to withdraw from the Working Party which had been formed to discuss the proposed use of the land with Oakdale Links.

Trustees were provided with a copy of the notes from the single meeting which had been held to date and Trustee Biddle advised that the meeting had been poorly attended. Accordingly, Trustee Biddle did not know in what direction the group

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wished to proceed. It was suggested that a meeting take place in the Council Chamber in order to progress the project. However, Cllr Vaughan advised that the project was not representational of the wishes of the Oakdale Estate; Trustee Biddle advised that the project had been termed Lydney Orchard.

During discussion Trustee Pearman expressed concern that the notes from the meeting reflected that he had canvassed opinion from Lakeside residents which was not correct. Trustee Harris expressed concern that the notes gave the impression that the project had already received the Trust's approval when this was not the case. Furthermore, Trustee Harris expressed concern over reports on Facebook that Blakeney Growers had agreed to purchase produce from the orchard from Oakdale Links. Trustee Rudge expressed disappointment that he had not been informed of the meeting and Trustee Preest sought guidance as to the future direction of the project.

Trustee Biddle believed that the group was now concentrating on solely creating a community orchard; Trustee Matthews expressed her support for the creation of a community orchard with the produce being used by the community, however, she stressed that any income from the orchard should be re-invested in the orchard. Trustee Osborne highlighted the need to consider the tree species which would be planted in such an orchard and highlighted that cider apples would not be palatable.

After a short further discussion it was suggested by Trustee Preest that the Working Party of Trustees Matthews, Biddle, Thomas and Rudge would meet with Ms Reeves in the Council Chamber (date to be determined by Trustees), with the outcome of the meeting reported at the next Trust meeting. Trustee Rudge requested the Secretary provide confirmation that he had been appointed to the Working Party. Trustee Biddle voiced an intention for a representative from Transition to also attend the meeting.

**Action by – Trustees Matthews, Biddle, Thomas and Rudge**

## **Japanese Knotweed**

Prior to the meeting Trustees were provided with copies of the advice previously provided by Richard Cole regarding the eradication of Japanese Knotweed, also the advice obtained by Trustee Biddle.

Trustees were reminded of their Duty of Care to address Japanese Knotweed under the Wildlife and Countryside Act 1981 and that members of the Town Council's Ground Staff could apply a suitable Glyphosate weedspray to the affected area, however, this would require the purchase of an additional quantity of weedspray at a cost of approx. £63.00 plus VAT and delivery charge. It was **proposed by Trustee Matthews, seconded by Trustee Harris** that a quantity of weedspray would be purchased with Town Council Ground staff requested to undertake the work at a suitable date. Unanimous.

**Action by – the Secretary**

## 5.3 **Lydney Town AFC**

Prior to the meeting Trustees were provided with a copy of the advice obtained from Mr T O'Donovan, Monmouthshire County Council, regarding the impact that

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the Club's development plans would have on the s106 funding from the Robert Hitchins development.

During discussion Trustees noted that the Club had agreed to negotiate with the Trust regarding the provision of a fence. Trustee Berryman felt that the Trust needed to support the Club. Whilst Trustee Biddle appreciated Mr O'Donovan's concern regarding the potential effect on future s106 funding, he reported that the club's felt such funding to be too far in the future. Trustee Matthews proposed that the Trust would support the Club in its endeavours; however the proposal was not seconded.

## 5.4 Lydney Ruby Club

### Lydney RFC Mini Festival

Trustees considered the requests made during Mr Beswick's presentation earlier in the meeting.

No objections to the requests were mooted. Accordingly, it was **proposed by Trustee Matthews, seconded by Trustee Ives** that the Club would be permitted to erect marquees/place temporary litter bins on the Rec and that the Trust's grass cutting schedule would be amended in order to accommodate the Club's pitch marking. Furthermore, that the Trust would support the event as much as possible. Unanimous.

### Submission of Sport England Funding Bid

Trustee Biddle reported that Lydney Rugby Club were progressing the funding bid in respect of flood relief improvements and they envisaged that the larger funding bid for drainage improvements would be compiled during the winter months.

Trustees noted that the Trust had yet to be informed of any VAT implication in respect of the flood relief improvement funding bid.

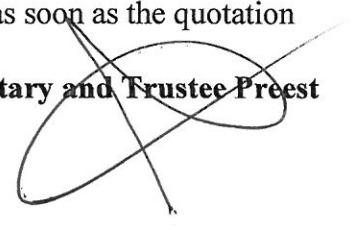
### Use of land South of the Bypass

Trustees noted that the Club had yet to submit a formal expression of interest to the Trust regarding the use of the land.

## 5.5 LYDNEY SKATE PARK

Prior to the meeting Trustees were provided with a copy of the insurance inspection report conducted on 25 March 2014. Whilst Mr T O'Donovan, Monmouthshire County Council had been requested to provide a quotation for the repairs which had been identified in the report, this had yet to be received. **Trustee Preest proposed** that Delegated Powers be bestowed on the Secretary and the Chairman in order that the repairs may be undertaken as soon as the quotation was received. Unanimous.

Action by – the Secretary and Trustee Preest



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## 5.6 Lydney Angling Club

Prior to the meeting Trustees were provided with a copy of the e-mail which been received from the Angling Club Secretary which outlined the Club's discussions to date with a resident of Lakeside Gardens concerning their attempts to resolve unsociable behaviour by a small number of Club members.

During discussion Trustees felt that the majority of Club members used the toilet facilities provided by their Club. It was **proposed by Trustee Preest** that a suggestion be made to the Club that it consideration be given to erecting signage to highlight the location of their toilet facility. Unanimous.

**Action by – the Secretary**

Trustees then considered the comments made by the resident in his communications with the Club and guidance was sought from Trustees as to whether they wished any stones placed on the Trust's land by the resident to be removed. Trustee Preest called for the resident to inform the Trust if the situation with the Club persisted.

**Action by – the Secretary**

Trustee Osborne requested an agenda item for the next meeting in order that Trustees may consider the appearance of the island in Lydney Lake.

**Action by – the Secretary**

## 5.7 RECYCLING OF DRINKS CANS

Whilst she informed her fellow Trustees that the Trust would be required to purchase a bin (cost unknown) if the decision was taken to pursue the matter, Trustee Matthews stressed that the Trust could receive £10 each time it deposited crushed cans. Responding to questions which had been raised by her fellow Trustees, Trustee Matthews was unable to provide any recommendations as to where such a facility could be sited, nor the steps which could be taken to prevent a bin being contaminated by other products. Trustee Thomas highlighted that the crushing of the cans would need to be carried out by Trustees themselves.

Trustee Harris requested Trustee Matthews to obtain information on the cost of purchasing a bin and can crusher and to also provide Trustees with a proposed location site.

**Action by – Trustee Matthews**

Trustee Preest suggested that consideration should also be given to establishing a recycling facility on the Oakdale estate. It was **proposed by Trustee Osborne, seconded by Trustee Matthews**, that this matter would be an agenda item for the Amenities Committee. Unanimous.

**Action by – the Secretary**

## 5.8 Scrap Store Bus

Deferred until next meeting.

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## 5.9 Hams Road Garages

Members noted that whilst the door and frame of Garage 16 had been vandalised, the Secretary was pleased to advise that Town Council Ground Staff had managed to conduct a repair.

Members were also informed that Ground Staff had recommended that the Trust consider installing additional locks at the base of the garage doors in order to afford greater security. However, it was suggested by Trustee Matthews that the recommendation would only be considered if further vandalism was experienced.

## Insulation

Trustees were informed that the tenant of Garage 15 had requested that the Trust consider insulating the final block of four garages, due to condensation problems with their vintage car. It was noted that the roof of the garage block had been replaced during the employment of a former Secretary. It was **proposed by Trustee Matthews, seconded by Trustee Ives**, that the matter would be placed in abeyance due to the level of the Trust's finances. Unanimous.

## 5.10 Gloucestershire Playing Fields Association (GPFA)

Prior to the meeting Trustees were provided with details of the free Assessment Scheme which would be operated in 2014 by GPFA. It was **proposed by Trustee Berryman, seconded by Trustee Matthews**, that the Trust would participate in the 2014 Assessment Scheme. Unanimous.

**Action by – the Secretary**

## 5.11 Severn Trent Water

Members noted that the Trust would receive compensation in respect of the following schemes:

- Lydney Rising Main - £2,520
- Lydney Lakeside Avenue - £2,500

The Secretary advised that it would be necessary for the Trust to cover the VAT element of its surveyor's fees and highlighted that the amount payable for the Lydney Lakeside Avenue scheme had been included in the Financial Statement considered earlier in the meeting.

Responding to a question raised by Trustee Matthews, the Secretary explained that income received by the Trust was paid into its current account, with any funds remaining in said account at the end of the year then transferred to General Reserves. Trustee Matthews suggested that if sufficient funding remained at the end of the Financial Year the Trust may wish to utilise such funding to further the provision of a fun box at the Skate Park.

## 5.12 Grant Funding

Trustee Biddle advised that SITA had withdrawn from Gloucestershire therefore the Trust was no longer eligible to apply for grant funding. Furthermore, two funding bids had been submitted to Biffa without success. Trustee Biddle therefore suggested that the Trust may wish to fund the provision of a fun box at the skate park itself.



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5.13 Footbridge

Members noted that the footbridge had been transferred to Lydney Tennis Club within the minuted timeframe.

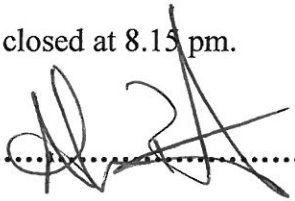
6. MEMBERS REPORTS

Trustee Preest expressed a desire to continue to support the clubs in the Town.

Trustee Berryman advised that as Mayor, he had written congratulatory letters to both Lydney Town AFC and Lydney Rugby Football Club.

The meeting closed at 8.15 pm.

Chairman .....



Date .....

28<sup>th</sup> / 14