

LYDNEY RECREATION TRUST

TRUST MEETING – 28 July 2014 - 10

THE MINUTES OF THE MEETING OF THE LYDNEY RECREATION TRUST held in the Council Chamber at Claremont House on Monday 28 July 2014 at 8.07 pm.

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

In Attendance: Mrs S Davis and Mr S Bethall, Lydney Town Juniors AFC (Presentation only)
One member of the public
Mrs J Smailes – Trust Secretary
Miss C Wheeler – Assistant Secretary

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 Mrs S Davis and Mr S Bethall regarding the lack of suitable pitch facilities for junior football teams. Trustees noted that the Club had been in existence for over twenty years, was run on a voluntary basis and, in addition to training sessions, offered both competitive and non-competitive matches for young people. Mrs Davis and Mr Bethall spoke on the Club's desire to secure facilities which could be used by its members and the need to provide a variety of pitch sizes in order to comply with League requirements. It was noted that whilst the Club did levy a membership fee, the income generated through fees was used to cover insurance, pitch hire fees, referee fees, DBS checks, equipment, etc. Whilst the Club appreciated that the Trust may not be in a position to grant it sole use of a section of its land, Trustees were asked to consider granting the Club the ability to use an area of the Trust's land, in addition to their use of Bathurst Park and Whitecross Leisure Centre.

During discussion the possibility of the Club using the lower section on the Recreation Ground (between the lake and the football pitch) was raised. It was noted that the Club would only use the area from September to mid-April and intended to play matches indoors when the land became too wet to use. The need for smaller pitches was identified, at least one of which would need to be 40m x 30m. However, whilst the Club had indicated a willingness to mark out any pitches, it stressed the need for the grass on the Recreation Ground to be cut and collected on a frequent basis. Members also noted the poor relationship which existed between the Club and Lydney Town AFC and the beneficial relationship which the Club had developed with Lydney Cricket Club.

It was **proposed by Trustee Preest** that a Working Party would be formed to meet with Mrs Davis and Mr Bethall to consider if the Trust could identify land which could be used by the Club (Working Party to comprise of Trustees Pearman, Preest and another Trustee), with said meeting taking place during the day. Trustee Pearman requested that the Head Groundsman be asked to attend the meeting. Trustee Vaughan also expressed her willingness to attend the meeting.

Prior to their departure, Mr Bethall informed Trustees that if the Club could secure a 10 year lease for land it would be able to apply for funding for improvements (e.g. irrigation, clubhouse, etc). Mrs Davis and Mr Bethall then excused themselves from the meeting.

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1. **APOLOGIES**

Apologies for absence were received and noted from Trustees Berryman, Bevan, Greenwood and Matthews.

2. **DECLARATIONS OF INTEREST**

Trustee Osborne – Agenda Item 5.1 – Cambourne Meadow

3. **APPROVAL OF MINUTES**

Approval of the minutes of the meeting held on 27 May 2014 were confirmed and signed as a true record. **Proposed by Trustee Harris, seconded by Trustee Vaughan.** Unanimous.

At this point **Trustee Bonser proposed** that Agenda Item 5.9 – Lydney Town Junior AFC be brought forward for consideration. Unanimous.

5.9 **Lydney Town Junior AFC**

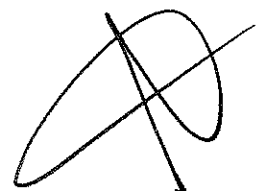
Trustee Preest reminded his fellow Trustees that he and Trustees Pearman and Vaughan had offered to meet with representatives from the Club, however, Trustee Bonser also expressed an interest in attending the meeting, provided it took place on a weekend. Trustee Bonser then reminded Trustees of the commitments which had been made by Lydney Town AFC to work with Lydney Town Junior AFC and she expressed dissatisfaction that the Club had not upheld their statements. Trustee Bonser called for a letter to be written to Lydney Town AFC expressing the Trust's dissatisfaction over the relationship between the two organisations, despite the previous statements made by the senior Club that they were willing to work with the junior Club. Trustee Pearman spoke in support of Trustee Bonser's statement and he felt that it may be possible for the Trust to assist Lydney Town Junior AFC in the short-term through availability of land.

Trustee Preest requested that the Secretary write to Lydney Town AFC to obtain clarification on the use of the second pitch, as no bookings for the pitch had been made via the Trust's office (which was contrary to the agreement for the use of the land).

Action by – the Secretary

It was agreed that Trustees Preest, Pearman and Vaughan would meet with representatives from Lydney Town Junior AFC during August; that said Trustees would then inform Trustee Bonser of the outcome of their discussions, with the matter being an agenda item for the September meeting.

Action by – Trustees Preest, Pearman and Vaughan



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4. FINANCE & SUNDRY PAYMENTS

FINANCIAL STATEMENT

JUNE & JULY 2014

Bank Balance as 1st April 2014

LLOYDS BANK – Current	01727642	5,113.60	
LLOYDS BANK - Current – Projects	36195160	2,917.46	
LLOYDS BANK - General Reserve	01451914	32,623.38	
		40,654.44	Bank Balance

TRANSACTIONS

RECEIPTS

Receipts APRIL	1,969.47	
Receipts MAY	4,391.77	See attached
Receipts JUNE	9,871.80	See attached
Receipts JULY		
Receipts AUGUST		
Receipts SEPTEMBER		
Receipts OCTOBER		
Receipts NOVEMBER		
Receipts DECEMBER		
Receipts JANUARY		
Receipts FEBRUARY		
Receipts MARCH		
	Total Receipts YTD	16,233.04

PAYMENTS

Payments APRIL	462.32	
Payments MAY	302.84	
Payments JUNE	1,506.70	Detailed below
Payments JULY	3,508.75	Detailed below
Payments AUGUST		
Payments SEPTEMBER		
Payments OCTOBER		
Payments NOVEMBER		
Payments DECEMBER		
Payment JANUARY		
Payment FEBRUARY		
Payment MARCH		
Payments PRIOR TO YEAR END		
	Total Payments YTD	5,780.61
	Total	51,106.87

Reconciled Bank Statements as at end	JUNE 2014		Bank statements attached
LLOYDS BANK – Current	01727642	13,948.66	
LLOYDS BANK - Current – Projects	36195160	2,917.46	
LLOYDS BANK - General Reserve	01451914	34,240.75	
	Bank Balances as at:	30-Jun-14	51,106.87
			0.00

Earmarked Reserves:

<i>Drainage (residue from sale of Lakeside House)</i>	£65,000.00	<i>Currently held as part of Share Portfolio</i>
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JUNE PAYMENTS

Payments made by Direct Debit:

Forest Equipment Services	13.5.14	749.22	DD	Litter Picking: April
Forest Equipment Services	28.5.14	749.22	DD	Litter Picking: May
	Direct Debits:	Sub Total		
		1,498.44		

Payments made in advance:

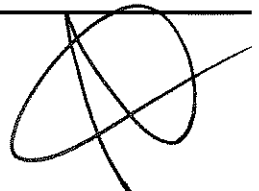
none

Payments in advance of meeting:	Sub Total	0.00	Chq. No.
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Payments for approval in lieu of meeting:

Light Fantastic DIY Ltd		8.26	1036	Skatepark
	Payments in lieu of meeting:	Sub total		
		8.26		

TOTAL PAYMENTS	JUNE 2014	1,506.70
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JULY PAYMENTS

Payments made by Direct Debit:

Forest Equipment Services	30.6.14		749.22	DD	Litter Picking: June
	Direct Debits:	Sub Total	749.22		

Payments made in advance:

none

Payments in advance of meeting:	Sub Total	6.00
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Chq. No.

Payments for approval at the meeting on:

28th July 2014

Evolution Skatepark Ramps		1,800.00	1037	Skatepark repairs
Griffiths Marshall		900.00	1038	Audit
LTC: Recharge		59.53	1039	Postage Recharge
	Payments to meeting:	Sub total	2,759.53	

TOTAL PAYMENTS JULY 2014 3,508.75

A list of unpresented Cheques (For Information only)

Light Fantastic DIY Ltd		8.26	1036
	Total	8.26	

Projects Account

none 0.00

4.1 Financial Statement

Approval of the accounts/payments was **proposed by Trustee Harris, seconded by Trustee Vaughan**, subject to clarification being provided on the income received from Lydney Tennis Club re garage rental. Unanimous.

Action by – the Secretary

4.2 Accounts for Year Ended 31 August 2014

Prior to the meeting Trustees were provided with a copy of the audited accounts. It was noted by Trustee Biddle that the Trust's share portfolio had offset the Trust's budget. Acceptance of the accounts was **proposed by Trustee Hobman, seconded by Trustee Harris**. Unanimous. Members noted that the accounts would now be submitted by the Independent Auditor to The Charity Commission via an on-line submission.

4.3 Harris Allday

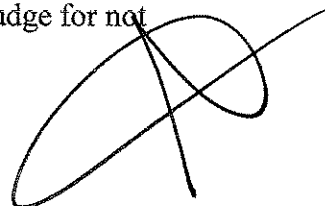
Prior to the meeting Trustees were provided with a copy of the note from Harris Allday advising that the organisation had elected reduce the Trust's Index-linked content and increased the lower-risk/alternatives element. Noted.

Trustees were asked to consider if they wished to investigate moving their investment portfolio to an alternative provider. However, it was suggested that the Trust should continue to monitor the situation for the time being.

5. BUSINESS

5.1 Cambourne Meadow

Trustee Biddle advised that a meeting had taken place; that Ms Reeves had arranged a walkabout with Gloucestershire Wildlife Trust who had recommended against siting a Community Orchard on land between the Bypass and the lake due to the risk of pollution. Trustee Biddle apologised to Trustee Rudge for not informing him of the meeting arrangements.



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Trustee Biddle advised that if the project were to proceed, consideration would need to be given as to which organisation would manage the scheme/facility.

Trustee Preest recommended that the matter be placed in abeyance until further information/contact was received from Mrs Reeves.

Lydney Town Council

Trustees were asked to consider a request from Lydney Town Council's Amenities Committee regarding leasing a section of Cambourne Meadow for use as an allotment site.

Trustee Osborne declared an interest in this matter as a member of the Town Council's Amenities Committee, however, it was noted that all Trustees were also members of said Committee.

Due to the lack of progress on the provision of a Community Orchard, **Trustee Harris proposed** that the Trust agree to the request, in principle. Responding to a question which had been raised by Trustee Bonser, Trustee Biddle advised that the former landfill site had been sited south of the lake and did not anticipate that said site had polluted Cambourne Meadow. Trustee Bonser recommended that the land be tested for pollution prior to its use; Trustee Biddle recalled that the Amenities Committee had expressed a preference for utilising raised beds on the site. **Trustee Osborne agreed to second** Trustee Harris's motion in order that the land would start to provide the Trust with an income.

During discussion it was agreed that the Secretary would inform the Amenities Committee that they would be required to provide the Trust with a plan illustrating the site of the proposed allotment beds. Attention was drawn to the presence of Japanese Knotweed on site and the need to ensure that the area was not disturbed, with the proposed allotments sited well away from affected area.

Action by – the Secretary

Trustees were also reminded of the need to appoint a Surveyor who possessed the necessary qualifications required by The Charity Commission in order to determine an acceptable rate for the lease of the land.

Trustee Bonser mooted the suitability of Camborne Meadow as an area which could be used by Lydney Town Junior AFC. Accordingly, Trustee Bonser requested that this area be discussed with the Club and their comments considered by the Trust.

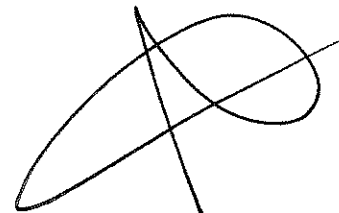
Action by – Trustees Preest, Pearman and Vaughan

It was agreed that the matter would be an agenda item for the September meeting.

Action by – the Secretary

5.2 Lydney Skate Park

Members noted that as per the Delegated Powers bestowed at the last meeting, repairs had been conducted to the skate park to the value of £1,800.00.



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Prior to the meeting Trustees were also provided with a copy of the quotation for £1,126.10 which had been provided by the contractor in respect of work which they had identified whilst on site to conduct the aforementioned repairs. It was **proposed by Trustee Biddle** that the quotation be accepted and the work undertaken (motion not seconded).

During discussion Trustee Preest highlighted the amount expended on the skate park to date. Trustee Biddle advised that whilst Lydney Town Council had historically provided a £10,000 grant to offset the cost of the skate park, the equipment was now reaching the stage where it required replacement. The Secretary advised that the Trust was faced with the choice of either repairing the equipment or decommissioning it; suggested that the Trust may wish to create an earmarked budgetary heading specifically for the repair of the skate park and advised Trustees to agree a sum of money which would be held in said budgetary heading. Trustee Pearman offered to contact other larger Skateparks in order to ascertain how they were funded. Trustee Preest accepted Trustee Pearman's offer on behalf of the Trust.

Action by – Trustee Pearman

Trustees Vaughan, Rudge and Harris spoke passionately on the benefit which was provided to youths through the provision of the skate park and suggested that its popularity resulted in an increased amount of repairs. It was then **proposed by Trustee Harris, seconded by Trustee Bonser**, that the quotation for £1,126.10 be accepted. **Trustee Bonser then proposed an amendment** to the motion that the Trust to include £5,000 in its 2015-2016 budget in respect of future repairs to the skate park. Trustee Harris agreed to incorporate the amendment in her motion.

Trustee Bonser called for the future replacement of skate park equipment to be an agenda item for the next meeting, in order that Trustees may consider how such items may be funded. Trustee Biddle suggested that Trustee Pearman also view the skate parks at Chepstow and Cinderford, as users felt that the Trust's skate park was falling behind the standard of the aforementioned parks.

Action by – the Secretary/Trustee Pearman

Trustee Harris's motion was then put to a vote which was carried.

Resolved: To accept the quotation for £1,126.10 in respect of further repairs to the skate park and to include £5,000 in the Trust's 2015-2016 budget in respect of future repairs to the skate park.

Action by – the Secretary

5.3 Lydney Angling Club

Prior to the meeting Trustees were provided with a copy of the letter which had been received from Lydney Angling Club regarding securing the barrier at the entrance to the Lake.

Trustees were informed that residents had complained that the barrier was not secured in the evenings, which led to antisocial behaviour occurring late at night. It was noted that whilst no obligation had been placed on Lydney Angling Club to secure the barrier on a daily basis, a condition had been included in the sale

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agreement for Lakeside House obliging the purchaser to ensure that the barrier was secured by their tenants. It was noted that Lydney Angling Club had placed a combination lock on the barrier and had informed their members/the owner of Lakeside House of the code for said lock.

It was **proposed by Trustee Bonser, seconded by Trustee Harris**, that a letter would be sent to the owner of Lakeside House requesting that they ensure their tenants comply with the terms of the sale agreement. However, if this was not successful, the Trust would consider options for securing the barrier. Unanimous.

Action by – the Secretary

5.4 **Recycling of Drinks Cans**

Deferred due to the absence of Trustee Matthews.

5.5 **Scrap Store Bus**

Trustee Bonser requested the removal of this item as she believed that funding for the bus was no longer available.

5.6 **Overhanging Trees**

Prior to the meeting Trustees were provided with a copy of an e-mail which had been sent to Gloucestershire County Council's Public Right of Way recording the concern which had been expressed by a member of the public over the low branch height of trees adjacent to the public footpath from Hams Road Car Park to Lakeside House, which lay outside the Trust's ownership. Noted.

5.7 **Gloucestershire County Council**

Prior to the meeting Trustees were provided with a copy of an e-mail which had been received from Gloucestershire County Council, in which the Trust was asked to consider if it wished to purchase an area of land on East Marsh adjacent to the Trust's land. It was **proposed by Trustee Preest** that the Trust would decline the offer to purchase the land. Unanimous.

Action by – the Secretary

5.8 **Publication**

Referring to the discussion which had taken place under this item at the preceding meeting of the Bathurst Park and Recreation Trust, it was **proposed by Trustee Preest** that the Trust would purchase a copy of the publication (cost to be divided between Lydney Recreation Trust and the Bathurst Park and Recreation Trust), subject to investigation by the Secretary to confirm that the publication was still current. Unanimous.

Action by – the Secretary

5.9 **Lydney Town Junior AFC**

Discussed during the early part of the meeting.

5.10 **Appearance of Island in Lydney Lake**

Trustee Osborne advised that he had recently viewed historical pictures of the lake, in which the island had presented an attractive appearance. However, the appearance of the island had deteriorated over the years and Trustee Osborne enquired if his fellow Trustees knew of any plans to improve its appearance.

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Trustees were reminded that as part of the formal lease the responsibility for the environmental management of the island had been assigned to Lydney Angling Club, however, the Club were prevented from injuring/cutting down any trees.

Trustee Osborne felt that Canadian Geese would not rest on the island if its appearance was improved.

It was **proposed by Trustee Preest** that the Secretary would write to Lydney Angling Club to ascertain if it held any plans to improve the island's appearance. Unanimous.

Action by – the Secretary

6. MEMBERS REPORTS

Trustees' attention was drawn to the recent report on Lydney Town AFC which had appeared in The Forester which stated that the Club would shortly erect fencing and a turnstile, which was contrary to the agreement previously reached with the Club. It was **proposed by Trustee Osborne, seconded by Trustee Rudge**, that the Secretary would send a strongly worded letter to the Club to advise that the Trust had not consented to the erection of a fence, or the installation of a turnstile. Unanimous.

Action by – the Secretary

Trustee Biddle advised that Mr Tony Curtis and Mr Keith Davies, Lydney Rugby Club, had expressed a desire to attend the next meeting in order to discuss the use of the Trust's land south of the Bypass.

Trustee Bonser requested that the provision of dog waste bins be an agenda item for the next meeting.

Action by – the Secretary

Trustee Bonser advised that Lydney Town AFC were using bollards to block off access to the car park on the Recreation Ground. It was noted that Trustees Rudge and Vaughan intended to conduct a site visit at the Club's next home game.

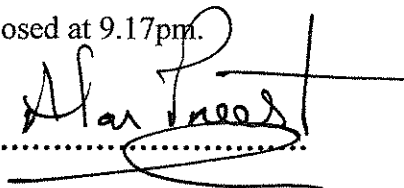
Action by – Trustees Rudge and Vaughan

Trustee Preest requested an agenda item for the next meeting in order to enable Trustees to consider maximising the use of the Trust's land.

Action by – the Secretary

The meeting closed at 9.17pm.

Chairman



Date 29 Sep 14.