

LYDNEY RECREATION TRUST

TRUST MEETING – 27 January 2020 - 22

THE MINUTES OF THE MEETING OF THE LYDNEY RECREATION TRUST held in the Council Chamber at Claremont House on Monday 27 January 2020 at 8.30 pm.

Present: Trustees R Kemsley (Chairman), R Holmes, S Holmes, P Macklin and S Stockham

In Attendance: Mr D Kent – Trust Secretary
Miss C Wheeler – Assistant Secretary/ Minute Taker

In the absence of Trustee Legge, Trustee Kemsley chaired the meeting. Trustee Kemsley 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.

- APOLOGIES**
Apologies for absence were received and noted from Trustees J Carr, A Harley, W Leach, and T Tremlett.
- DECLARATIONS OF INTEREST**
Trustee Stockham – Garage tenant – Agenda Item 5.1
- APPROVAL OF MINUTES**
Approval of the Trust Minutes in respect of the meeting held on 25 November 2019 was **proposed by Trustee Holmes, seconded by Trustee Macklin.** Vote carried.
- FINANCE & SUNDRY PAYMENTS**

FINANCIAL STATEMENT -		JANUARY 2020	
<u>Opening Bank Balances as 1st April 2019</u>			
LLOYDS BANK - Current account		£21,481.32	<i>C/F 18/19 £7,716.29</i>
LLOYDS BANK – General Reserves	£65,015.42		
LLOYDS BANK – G/R E/M Drainage	£117,606.06		
		£182,621.48	
		Bank Balance	£204,102.80
<u>TRANSACTIONS</u>			
<u>RECEIPTS</u>			
Receipts APRIL		2,166.34	
Receipts MAY		12,691.24	
Receipts JUNE		3,063.86	
Receipts JULY		2,913.08	
Receipts AUGUST		2,631.48	
Receipts SEPTEMBER		13,133.96	
Receipts OCTOBER		3,191.67	
Receipts NOVEMBER		13,507.56	
Receipts DECEMBER		1,855.62	Shown on Separate Sheet
Receipts JANUARY			
Receipts FEBRUARY			
Receipts MARCH			
		Total Receipts YTD	55,154.81
<u>PAYMENTS</u>			
Payments APRIL		5,511.25	
Payments MAY		2,842.67	
Payments JUNE		3,639.60	
Payments JULY		56,046.97	
Payments AUGUST		9,843.27	
Payments SEPTEMBER		9,451.78	
Payments OCTOBER		1,909.89	

LYDNEY RECREATION TRUST

TRUST MEETING – 27 January 2020 - 23

Payments NOVEMBER	3,174.96	
Payments DECEMBER	3,157.70	Detailed Below
Payments JANUARY	1,564.56	Detailed Below
Payments FEBRUARY		
Payments MARCH		
Payments PRIOR TO YEAR END		

Total Payments YTD **97,142.65**
162,114.96

Reconciled Bank Statements as at end	DECEMBER 2019	
LLOYDS BANK - Current Account 01727642		45,863.76
LLOYDS BANK – General Reserves 01451914	57,941.80	
LLOYDS BANK – G/R E/M Drainage 01451914	58,309.40	116,251.20
Bank Balances as at: 31-Dec-19		<u>162,114.96</u>

DECEMBER PAYMENTS

Payments made by Direct Debit:

Daren Rowles	12.11.19	1,491.00	BACS	Ad Hoc	E/M Drainage
FoDDC	15.11.19	56.00	DD	Monthly	Water/Rates/Electric
FoDDC	15.11.19	213.00	DD	Monthly	Water/Rates/Electric
Forest Equipment Services Ltd	26.11.19	1,132.15	STO	Monthly	Litter picking/Dog Waste
Direct Debits: Sub Total		<u>2,892.15</u>			

Payments made in advance:

EDF Energy		64.95	Chq No 1494	Monthly	Water/Rates/Electric
		<u>460.14</u>			

Payments for approval in Lieu of meeting

Cash		178.00	1495	Ad Hoc	Postage
Forest Equipment Services Ltd		22.60	1496	Monthly	Litter Picking
Payments in Lieu of meeting: Sub total		<u>200.60</u>			

TOTAL PAYMENTS DECEMBER 3,157.70

JANUARY PAYMENTS

Payments made by Direct Debit:

Water Plus	16.12.19	17.73	DD	Monthly	Water/Rates/Electric
FoDDC	16.12.19	213.00	DD	Monthly	Water/Rates/Electric
Forest Equipment Services Ltd	27.12.19	1,132.15	STO	Monthly	Litter picking/Dog Waste
Direct Debits: Sub total		<u>1,362.88</u>			

Payments for approval at meeting on:

	27th January 2020				
EDF Energy Customers Ltd		55.93	1497	Quarterly	Water/Rates/Electric
Forest Equipment Services Ltd		112.15	1498	Ad Hoc/Mthly	Litter Picking
Light Fantastic DIY Ltd		12.00	1499	Monthly	Grds Maintenance
Lydney Settled Estate		21.60	1500	Ad Hoc/Mthly	Benches
Payments to meeting: Sub total		<u>201.38</u>			

TOTAL PAYMENTS JANUARY 1,564.56

A list of unrepresented Cheques (For Information only)

Forest Equipment Services Ltd		22.60	1496	
Total		<u>22.60</u>		

LYDNEY RECREATION TRUST

TRUST MEETING – 27 January 2020 - 24

- 4.1 **Financial Statement**
Receipt of the monthly payment schedule was **proposed by Trustee Kemsley**. Unanimous.

- 4.2 & **Approval of Payments/Noting of Virements**
4.3 Approval of payments from the monthly payment schedule (including any transfers/virements shown below) was **proposed by Trustee Kemsley**. Unanimous.

Virements

<u>Amount</u>	<u>From</u>	<u>To</u>
None		Grounds Maintenance

Transfers

<u>Amount</u>	<u>From</u>	<u>To</u>
None		

- 4.4 **Bank Signatory**
It was **proposed by Trustee Kemsley**, that the Trust Secretary would be added as a Trust bank account signatory. Unanimous.

5. **BUSINESS**

- 5.1 **Budget 2020-21**
Having declared an interest in this matter Trustee Stockham did not participate in the discussion or vote.

Prior to the meeting Members were provided with a copy of the proposed charging options for consideration.

After a short discussion it was **proposed by Trustee R Holmes, seconded by Trustee Kemsley**, that the Trust would apply a 2% increase in its charges for 2020-21. Vote carried.

- 5.2 **Lydney Cricket Club**
The Trust Secretary advised Trustees that the Club intended to submit a planning application to create an equipment store adjacent to their Clubhouse. It was noted that the Trust had been provided with a draft version of the Club's plans and that the Club's Planning Agent had advised that an application would shortly be submitted.

It was **proposed by Trustee Kemsley** that when the planning application was received Lydney Town Council's Planning Committee would submit a joint response on behalf of the Town Council and the Trust. Unanimous.

Action by – the Trust Secretary

LYDNEY RECREATION TRUST

TRUST MEETING – 27 January 2020 - 25

5.3 **South Wales Sports Ground**

The Trust Secretary advised that due to the work which had been undertaken to restore the electrical supply to the Rugby Club's training floodlights it had been necessary to reduce the amount of work which had yet to be undertaken by South Wales Sports Ground.

During discussion the Trust Secretary advised that contact had been made with the Club which would be affected by the reduced work, and they had not objected to the proposal. It was **proposed by Trustee Kemsley**, that the Trust would agree to the purchase order previously issued to the contractor to be revised accordingly. Vote carried.

Action by – the Trust Secretary

Trustee S Holmes felt that in the future all contractors needed to be made aware that the Trust would pursue claims if required.

6. **CORRESPONDENCE**

The Trust Secretary advised that the Rugby Club had requested that the Trust write off the rental invoice which had been issued for November and December 2019 due to the fact that they had been unable to use their leased pitch for a period of time. The Trust Secretary sought agreement to write to the Club to advise that the Club had not been prevented from using the ground for two months, however, it would agree to write off one month's rental. **Proposed by Trustee Kemsley.** Vote carried.

Action by – the Trust Secretary

7. **TRUSTEE REPORTS**

Trustee Macklin advised that Lydney Town AFC were seeking funding for an artificial pitch.

Meeting closed at 9.00 pm.

Chairman

Date