

BATHURST PARK AND RECREATION TRUST

MEETING OF THE TRUST – 28th September 2020 - 07

THE MINUTES OF THE BATHURST PARK AND RECREATION TRUST held via Zoom on Monday 28 September 2020 at 7.05 pm.

Present: Trustees R Kemsley (Chairman), A Harley, R Holmes, S Holmes, W Leach, P Macklin, S Stockham,

In Attendance: Mr S Holley – Trust Secretary
Mrs C Whittington – Finance Assistant/Minute Taker

1. **APOLOGIES**

Apologies for absence were received from Trustee Preest.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **APPROVAL OF MINUTES**

Trustee Kemsley proposed the acceptance of the Minutes of the meeting of the Trust held on 27th July 2020 as a correct record. Seconded by Trustee Leach and unanimously APPROVED.

4. **OTHER FINANCIAL MATTERS**

4.1 **Ratification of payments made during the August Recess.** Proposed by Trustee Kemsley, seconded by Trustee S Holmes. Unanimously APPROVED **Appendix 1**

4.2 **Approval of Scheduled of Payments –** Proposed by Trustee Leach, seconded by Trustee A Harley. Unanimously APPROVED **Appendix 2**

4.3 **To note the Trial Balance and Financial Accounts for Month 5**
Proposed Trustee Kemsley, seconded Trustee Stockham. Unanimously APPROVED **Appendix 3**

4.4 **Consideration of the Recommendations of the Working Group regarding rebate for Pavilion Café and Bowling Club**
The Trust Secretary prior to the meeting forwarded all Trustees a report with recommendations from the Working Party. After a discussion Trustee Leach proposed they go with recommendation 2 (i), seconded by Trustee S Holmes. Unanimously APPROVED

4.5 **Consideration of the Recommendations of the Working Group regarding the electricity charges to the Pavilion Tenant.-** The Trust Secretary prior to the meeting forwarded all Trustees a report with recommendations from the Working Party meeting. A further discussion took place and the Trust Secretary advised that the meters are read monthly, Trustee Kemsley proposed they go with recommendation 2 (ii), seconded Trustee S Holmes. Unanimously APPROVED

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5. **Work to the Pond**

The report circulated prior to the meeting advised Trustees of the current problem with the blue green algae that had been identified by the Environment Agency with a water test and was now been treated as recommended by the Environment Agency. The report also identified that plants would be required in the pond once the problem is sorted and the £1,200 carried forward from last years budget would be allocated for the new plants next spring, however further plants would be required as and when and this would involve a annual budgetary commitment.

The groundstaff have identified a leak in the pond and over winter will reduce the water levels to locate and repair the leak. The Trust Secretary believes any costs incurred will fall within his delegated authority. Noted. Proposed Trustee Kemsley, seconded Trustee S Holmes. Unanimously APPROVED

6. **BOOKINGS**

There were no booking requests to consider

7. **ASSET REGISTER**

The Hayter Mower has now been replaced by the Toro Mower and Trustee Kemsley proposed that it be removed from the Parks Asset Register, seconded Trustee Stockham. Unanimously APPROVED

8. **TRUST SECRETARY'S REPORT**

The Trust Secretary's report was circulated prior to the meeting. The Trust Secretary emphasised that as the Cricket Pitch was no longer required it was being used as a 5 a side pitch for casual bookings and not allocated to any one group. Noted

9. **CORRESPONDENCE**

No correspondence was presented.

10. **TRUSTEES' REPORTS**

Trustee Leach advised he had somereceived some complaints re Fireworks not taking place.

CLOSED SESSION

11 STAFFING MATTERS

The meeting closed at 7.50 p.m.

Chairman.....

Date.....

BATHURST PARK AND RECREATION TRUST

APPENDIX 1

23/09/2020		Bathurst Park and Recreation Trust										Page 12
12:43		PRELIMINARY PURCHASE DAYBOOK										User: CEHW
Creditors for Month No 6				Order by Invoices Entered								
Nominal Ledger Analysis												
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description	
01/09/2020	1284	62	ECOBUE PLUMBING	ECC001	80.00	0.00	80.00	4440	300	40.00	Replace toilet part	
								4440	300	40.00	Additional cost toilet part	
28/08/2020	10615	63	LYDNEY ESTATE	LYD001	62.50	12.50	75.00	4200	200	62.50	Wood for benches	
09/09/2020	1163	64	LUKE COLE	LCO001	380.00	0.00	380.00	4085	100	80.00	Repair Vandalised Pond Lights	
								4085	100	220.00	Repair Vandalised Pond Lights	
								4440	300	80.00	Repair faulty light/pavilion	
09/09/2020	1164	65	LUKE COLE	LCO001	76.00	0.00	76.00	4095	150	76.00	PAT Testing Workshop	
12/08/2020	S1201090	66	FLEET	FLE001	724.85	144.97	869.82	4230	200	724.85	Pitch Line Marking	
18/09/2020	PRO FORMA	67	GRAVELMASTER LTD	GRA001	242.50	48.50	291.00	4245	200	242.50	Play bark	
31/08/2020	8365	68	LIGHT FANTASTIC	LIG001	67.94	13.59	81.53	4200	200	62.12	Paint for benches	
								4095	150	5.82	Light and switch	
28/08/2020	16788	69	REVILL	REV001	91.70	18.34	110.04	4210	200	91.70	Maintenance Chainsaw/Grease Gun	
04/09/2020	0858 AGZ943	70	TRAVIS PERKINS	TRA001	43.36	8.67	52.03	4200	200	43.36	Postcrate for Bench	
17/08/2020	021882	71	WALLGATE LTD	WGA001	38.14	7.63	45.77	4440	300	38.14	Bracket for Toilet repair	
10/09/2020	INV-02040	72	DBC SOLUTIONS	DBC001	300.00	60.00	360.00	4360	260	300.00	Fireworks risk assesment	
TOTAL INVOICES					2,106.99	314.20	2,421.19			2,106.99		
VAT ANALYSISCODE NRS @ 0.00%					536.00	0.00	536.00					
VAT ANALYSISCODE S @ 20.00%					1,570.99	314.20	1,885.19					
TOTALS					2,106.99	314.20	2,421.19					