

BATHURST PARK AND RECREATION TRUST

MEETING OF THE TRUST – 26 July 2021 - 21

MINUTES OF THE BATHURST PARK AND RECREATION TRUST Meeting held via Zoom on Monday 26th July 2021 at 7.00 pm.

Present: Trustees R Kemsley (Chairman), A Harley, C Harris, R Holmes, S Holmes, W Leach, P Macklin, T Saunders, S Stockham, E Taylor, S Thomas-Brown, C Vaughan.

In Attendance: Mr S Holley – Trust Secretary
Mrs C Whittington – Lydney Town Council's Assistant RFO/FA

1. **APOLOGIES**

No apologies received. Trustee Greenwood was absent.

2. **DECLARATIONS OF INTEREST**

None.

3. **APPROVAL OF MINUTES**

(i) The Chair Proposed that the Minutes of the meeting of the Trust held on 1st June 2021 be approved as a correct record. APPROVED with two abstentions.

(ii) The Chair Proposed that the Minutes of the meeting of the Trust held on 5th July 2021 be approved as a correct record. APPROVED with three abstentions.

4. **FINANCIAL MATTERS**

4.1 **Draft Accounts for the year end 31st March 2021 for submission to the Charity Commission.**

The Chair Proposed that the Accounts be accepted and submitted to the Charity Commission. Seconded by Trustee Leach and APPROVED with two abstentions.

Action – Trust Secretary

4.2 **Schedule of Payments**

No questions were received or raised. The Chair Proposed approval of the payments listed. Seconded by Trustee Leach and APPROVED with two abstentions. Appendix 1

4.3 **Trial Balance, Balance Sheet, Income and Expenditure Report and Bank Reconciliation for Month 3**

NOTED.

5. **FUTURE OF THE TRUST**

The Trust Secretary advised new Trustees that a suggestion to merge the two Trusts had been raised the previous year. The Solicitor for the Trusts gave a Zoom presentation in December and had suggested that they be merged into a new Charitable Incorporated Organisation (CIO) which would not be so entangled with the Council.

Members raised concerns regarding the impact on the leases with the sports clubs and asked whether the Park's QEII 'Fields in Trust' status would be affected by any alteration. Of particular concern to the Trust Officers was whether a CIO could reclaim VAT, which was typically around £7,000 per year for each Trust (£14,000 in total). The Trust Secretary recommended that professional advice be obtained from a VAT specialist who had quoted £600. The Trust Secretary felt the potential

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loss of £14,000 was an important factor in any decision to merge the Trusts into a CIO. However, Trustee Harley advised if the Trusts were altered to a CIO the protection could be greater, with more updated legal protection and easier access to grant funding. The Trust Secretary would speak with the Solicitor to check whether the leases on the Bowling Club and Pavilion Café would be affected in any way by a merger and check with Fields in Trust as to the impact on QEII status. Finally, it was suggested that the proposed merger be discussed with the Bathurst Park Estate, the original donor of the Trust land.

Trustee Kemsley proposed that VAT advice be sought from a charitable view point, Seconded by Trustee Leach. Record of Voting: For – 4, Against – 6, Abstentions – 2, Absent – 1. MOTION LOST.

Action by – Trust Secretary

6. **TRUST SECRETARY'S REPORT**

Nothing to report. Trustee Stockham left the meeting due to technical problems.

7. **FIREWORKS**

Trustee Kemsley, the Trust Chair, advised he had received a hand over from the former Grants and Events organiser before her departure and he was confident the event could safely go ahead. To ensure it could run on the day the Chair asked for Trustees to volunteer for the evening. Trustees Kemsley, Macklin, Leach, Saunders, Harley, Vaughan and Thomas-Brown all offered their support on the night.

8. **TRUST STRATEGIC PLAN**

The Trust Secretary advised that a Strategic Plan could start being formulated to update and replace the present plan. Such a plan could incorporate: the use of the unallocated reserves carried forward from 2020/21; the future of the Trusts; a decision on the proposal of a Sensory Area in the Park.

The Trust Secretary advised that both Trusts and the Council could be worked on at the same time as there would be some overlap with projects and ideas. It was suggested prior to a meeting being held on 6th Septmeber, Trustees went around the area in small groups to start formulating plans to bring to the session.

9. **CORRESPONDENCE**

None received.

10. **TRUSTEES REPORT**

None

The meeting closed at 7.44 pm.

Chair.....

Date.....

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Appendix 1

AGENDA ITEM 4.2

10:50 PURCHASE LEDGER INVOICE LISTING User: CEHW

Creditors for Month No 3 *For Ratification*

Order by Invoices Entered

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis			Analysis Description
								A/C	Centre	Amount	
08/08/2021	566310	69	CHARLES SAUNDERS	CHAD01	144.66	28.93	173.59	4435	300	144.66	Cleaning Products Pavilion
04/09/2021	SI207323	62	FLEET	FLE001	753.55	150.71	904.26	4230	200	753.55	White line Marker
31/05/2021	9840	JY/16/18/19	LIGHT FANTASTIC	LIG001	37.87	7.57	45.44	4245	200	20.26	Equipment Repairs
								4205	200	8.83	Screwdriver Set
								4230	200	8.98	Bird Food/Cable Ties
17/09/2021	IN83729	JY/24	MINCOST LTD	MIN001	36.25	7.25	43.50	4220	200	36.25	Two Stroke Oil
29/09/2021	MISC/ATB/389	BPR/01	COINROS	COI001	1,680.33	332.07	1,992.40	4240	200	1,680.33	Summer Planting
03/09/2021	715966095	CONTRACT	BRITISH GAS PAVALION	BRI002	59.45	2.97	62.42	4425	300	59.45	Gas 5.5.21 - 3.6.21
03/09/2021	715963524	CONTRACT	BRITISH GAS WKSHOP	BRI001	64.00	3.20	67.20	4095	150	64.00	Elec 5.5.21 - 3.6.21
03/06/2021	715965669	CONTRACT	BRITISH GAS PAVALION	BRI002	256.76	51.35	308.11	4430	300	256.76	Elec 5.5.21 - 3.6.21
09/09/2021	8617	55	FOREST EQUIPMENT	FES001	1,288.82	253.76	1,522.58	4235	200	1,288.82	June Litterpick
03/09/2021	715963525	CONTRACT	BRITISH GAS WKSHOP	BRI001	32.15	1.60	33.75	4095	150	32.15	Gas 5.5.21 to 3.6.21
TOTAL INVOICES					4,313.84	839.41	5,153.25			4,313.84	

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14:54 *For Approval* PRELIMINARY PURCHASE DAYBOOK User: CEHW

Creditors for Month No 4

Order by Invoices Entered

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis			Analysis Description
								A/C	Centre	Amount	
30/08/2021	10036	JY/23/27/28	LIGHT FANTASTIC	LIG001	36.69	7.34	44.03	4205	200	8.06	Warning Tape
								4240	200	18.80	Spray Guns For bedding
								4230	200	9.83	Scoop/Handle
30/06/2021	48488	CONTRACT	GRIFFITHS	GRI001	790.00	158.00	948.00	4070	100	790.00	Annual Accounts
08/07/2021	IN84427	JY/35	MINCOST LTD	MIN001	35.42	7.08	42.50	4230	200	35.42	Strimmer Head
19/05/2021	19861	TOWN CLERK	REVILL	REV001	20.83	4.17	25.00	4210	200	20.83	Perspex Visor
TOTAL INVOICES					882.94	176.59	1,059.53			882.94	
VAT ANALYSISCODE S @ 20.00%					882.94	176.59	1,059.53				
TOTALS					882.94	176.59	1,059.53				