

BATHURST PARK AND RECREATION TRUST

MEETING OF THE TRUST – 29th November 2021 - 27

MINUTES OF THE BATHURST PARK AND RECREATION TRUST Meeting held via Zoom on Monday 29th November 2021 at 7.00 pm.

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

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

1. **APOLOGIES**

The Trust NOTED Apologies for absence received from Trustees Cave, Stockham and Vaughan. Trustee Greenwood was absent.

2. **DECLARATIONS OF INTEREST**

None.

3. **APPROVAL OF MINUTES**

(i) Trustee Harris Proposed that the Minutes of the meeting of the Trust held on 27th September 2021 be approved as a correct record. Seconded by Trustee Saunders. APPROVED with one abstention.

Trustee Thomas Brown joined the meeting at this point.

4. **FINANCIAL MATTERS**

4.1 **Schedule of Payments**

The Chair Proposed approval of the Payments listed. Unanimously APPROVED.

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4.2 **Trial Balance, Balance Sheet, Income and Expenditure Report and Bank Reconciliation for Month 7**

NOTED.

5. **TRUST SECRETARY'S REPORT**

No report.

6. **FIREWORKS EVENT 2021 AND PLANNING FOR 2022**

Trustee Harris thanked Trustee Saunders for all her hard work bringing the event to fruition and thanked all the other Trustees for their involvement in making the fireworks such a wonderful and successful event. (*Trustee Leach joined the meeting at this point*). The Trust considered how things could be improved for next year's event and the Trust Chair Proposed the event be held on Saturday 5th November 2022 with Star Fireworks to be booked immediately and further discussions to be held at future meetings, APPROVED with 2 abstentions.

Action – Trust Secretary

7. **STRATEGIC PLAN**

(a) The Trust Secretary advised Trustees there was £28,000 of unallocated funds from the 20/21 Budget. Trustees discussed projects they wish to advance in the park. After a lengthy discussion the Trust AGREED on 7 projects:

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- Sensory Garden
- Improved disabled toilet facilities
- Lighting the Avenue
- Enhancing the area around the bandstand
- Add adequate seating around/near the bandstand
- Look in to the possibility of the Tennis Courts being changed to a MUGA
- Update the Children's Play equipment.

It was felt that these projects should be looked at as a whole plan with grants being sought for some projects. Trustee Thomas Brown offered to look into ideas for the sensory garden. It was agreed the Earmarked Reserve with Unallocated funds be called Special Projects.

(b) The Trust Secretary advised reconsidering the proposal to obtain a VAT report on implications for Charitable Organisations to confirm the legal position would be a starting point to enable the Trustees to make a decision of the future of the Trust. The cost would be £600 to be split £300 each Trust. Once VAT advice sought any further discussion considering altering the current format of the Trusts would involve a discussion with the benefactors.

8. DRAFT BUDGET FOR 2022/23

The draft Budget had been prepared by Officers and circulated prior to the meeting. After allowing for the decision in Agenda Item 6 the only change was to increase the firework budget by £1,000 with no other changes suggested. Proposed Trustee Kemsley, Seconded Trustee Leach. Unanimously APPROVED.

9. CORRESPONDENCE

None received.

10. There was no Agenda item 10

11. TRUSTEE REPORTS

(i) Trustee S Holmes, Chair of the Town Council's Amenities Committee, enquired about additional trees being planted and locations at the Park and the Mesne were being looked at.

(ii) Trustee Saunders advised that a Carol Service was to be held at Lydney Bandstand on 22nd December, with costs covered by the grant from the Welcome Back Fund. Trustee Leach advised that the Carol Service was being provided by Kings Arms Church together with the Church awarding prizes for the best lit houses.

12. DATE OF NEXT MEETING

Monday 31st January 2022

The meeting closed at 8.26 pm.

Chair.....

Date.....

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AGENDA ITEM
4.1

25/11/2021		Bathurst Park and Recreation Trust 21/22										Page 47
13:52		PRELIMINARY PURCHASE DAYBOOK										User: CEHW
Creditors for Month No 8				Order by Invoices Entered				Nominal Ledger Analysis				
Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description	
09/11/2021	57184	EMAIL 08.11	ABBEY LOOS	ABB001	35.00	7.00	42.00	4360	280	35.00	Replace Broken Toilet/Dispenser	
18/11/2021	MISC/ATB/380	71	COINROS	COI001	915.00	183.00	1,098.00	4240	200	915.00	Winter Bedding	
15/11/2021	S1212315	77	FLEET	FLE001	322.95	64.59	387.54	4230	200	322.95	White Line Paint	
15/11/2021	38	73	FREEMAN HEATING	FRE001	432.00	0.00	432.00	4095	150	282.00	Boiler Repair	
								4095	150	50.00	Additional Part for Boiler	
								4440	300	100.00	Boiler Repair	
01/11/2021	INV-0730	75	GDR SOLUTIONS UK LTD	GDR001	330.00	66.00	396.00	4360	260	330.00	2 x Responders/Ambulance	
31/10/2021	10595	JY/72-90	LIGHT FANTASTIC	LIG001	217.16	43.43	260.59	4245	200	122.47	Paint/Tools	
								4095	150	7.03	Lights	
								4200	200	16.88	Paint Benches	
								4205	200	11.20	Trowel	
								4230	200	59.58	Paint - Plywood	
24/01/2021	02811 ADD	59	LYDNEY MUSIC	LYD002	792.60	0.00	792.60	4360	260	792.60	Stage/Band/PA/Engineer	
02/11/2021	5457	EMAIL	PETE NEALE	NEA001	190.00	38.00	228.00	4230	200	190.00	Repair Broken Railings	
22/11/2021	CD870174947	63	OMEGA	OME001	417.09	83.42	500.51	4440	300	417.09	Repair to Lightening Conduct	
08/11/2021	400057933		TINDLE NEWSPAPER	TIND01	150.00	30.00	180.00	4360	260	150.00	Fireworks Advert	
08/11/2021	3082 ABE688	56	TRAVIS PERKINS	TRA001	645.00	129.00	774.00	4360	280	645.00	Hire of Lighting Equipment	
TOTAL INVOICES					4,446.80	644.44	5,091.24			4,446.80		
VAT ANALYSISCODE NRS @ 0.00%					1,224.60	0.00	1,224.60					
VAT ANALYSISCODE S @ 20.00%					3,222.20	644.44	3,866.64					
TOTALS					4,446.80	644.44	5,091.24					