

BATHURST PARK AND RECREATION TRUST

MEETING OF THE TRUST – 30th MAY 2023 - 01

Minutes of the Meeting held at Council Chambers on
Tuesday 30th May at 7.00 pm.

Present: Trustees R Kemsley (**Chair**), S Cave, C Harris,
P Johns, P Macklin, W Osborne, T Saunders (Vice-Chair) and
E Taylor.

In Attendance: Mr M Greenfield–Trust Secretary
C Matthews - Minute Taker

1 member of the public

1. ELECTION OF CHAIRMAN OF BATHURST PARK AND RECREATION TRUST

The Trustees elected Richard Kemsley as Chairman of the Bathurst Park and Recreation Trust. Proposed by Trustee Saunders seconded Trustee Harris, Unanimously Agreed

2. ELECTION OF VICE CHAIRMAN OF BATHURST PARK AND RECREATION TRUST

The Trustees elected trustee Macklin as the Vice Chairman of Bathurst Park and Recreation Trust. Proposed by Trustee Saunders seconded Trustee Harris, Unanimously Agreed

3. **Apologies for Absence**

The Trust NOTED apologies for absence had been received from Trustees R Holmes and S Holmes.

4. **Declarations of Interest**

Trustee Saunders had a non-pecuniary Interest in item 12

5. **Minutes of Previous Meeting**

Trustee Harris Proposed the minutes of the meeting held on the 27th March 2023 be approved as a correct record, with the provision there was an amendment to the spelling of Osbourne to Osborne. Seconded by Trustee Saunders. Unanimously Agreed

6. **Financial Matters**

- 6.1 To consider for approval Invoices due for Payment to be made by the Trust
Trustee Kemsley Proposed the Schedule of Payments be accepted with a change that Ryelands is altered to a 'one off' payment from a Standing Order.
Proposed Trustee Kemsley. Unanimously Agreed
- 6.2 To review electronic payments 2023/2024 and to note the financial reports are being updated and will be forwarded in due course.
Reviewed and report Noted.
- 6.3 To approve the removal of a signatory from the Trust bank accounts and Charity Commission details.
Proposed by Trustee Harris seconded Trustee Macklin, Unanimously Agreed



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6.4 To approve the adding of a signatory to the Trust bank accounts and Charity Commission details.
Proposed by Trustee Kemsley, Unanimously Agreed

6.5 To review and adopt the Asset Register 2023-2024 and note that it will be updated in-year. Reviewed. Unanimously Agreed

Proposed by Trustee Harris Seconded by Trustee Saunders

6.6 To note the Bank Reconciliation – Current Account - for 31.03.2023.
Noted.

6.7 To note the Bank Reconciliation – Deposit Account - for 31.03.2023.
Noted.

6.8 To note the VAT Return 01.01.2023- 31.03.2023.
Noted.

6.9 To approve the Balance Sheet as of 31.03.2023.
Propose Trustee Kemsley. Unanimously Agreed

Trust Secretary ask Trustees to note that the end of year accounts have gone to the accountant for preparation.

7. To agree to employ or use the services of a Grant Bid/Application writer to undertake writing bids on behalf of the trust.

Proposed that the Chair, Vice-Chair with assistance of the Trust Secretary the appointment is investigated that a staff member be employed to undertake the role.
Approved Unanimous.

8. Bathurst Park and Recreation Trust Charges 2023/2024
To note the Charges 2023/2024.
Noted.

9. Correspondence

To consider a response to any correspondence received.

The Trustees discussed Lydney Recreation Trust Section 106 funding.

S106 Document – report from the Lydney Rec Trust to show the funding from s106 -
Noted

7.43pm Trustee S Cave - Arrived

10. Trustees' Reports

To consider any URGENT reports from members of the Trust.

Trustee Saunders gave an overview of the event on the event being Planned for July 22nd 2023 – Lydney Community Event – grants applied for from Hitchens Development which had previously been agreed.

To note the start time of 2pm and the finish time of 8pm to be advertised



11. To agree for Sportily to use of the park on the following dates and time:

- Monday 31st July; Monday 14th August; Monday 21st August:
Time: 2.30pm-4.00pm.

Proposed Trustee Kemsley. Unanimously Agreed

12. Pavilion Café

To approve the decision for quotes for the removal of both water tanks in the Pavilion and installation of new, more cost-effective tanks to be delegated to two Trustees and the Secretary for decisions based on appropriate quotes received.

Proposed by Trustee Harris and Seconded by Trustee Kemsley that the Trust Secretary seeks two further quotes

Meeting closed 19.50

13. Date of Next Meeting

Monday 31st July 2023: 7pm Council Chambers

Signed:.....

Date:.....

