

LYDNEY RECREATION TRUST

MEETING OF THE TRUST – 28th November 2022

Minutes of the Meeting held at Council Chambers on Monday 28th November 2022 at 8.11 pm.

Present: Trustees R Kemsley (Chair), C Harris, A Harley, R Holmes, P Johns, P Macklin (Vice Chair), W Osborne, T Saunders and E Taylor.

In Mr R Balgobin - Locum Trust Secretary

Attendance: Mrs C Whittington – Minute Taker/Assistant RFO

1. **APOLOGIES**

The Trust NOTED Apologies for absence had been received from Trustees R Holmes, S Holmes and Leach. Trustees Greenwood and Vaughan were absent with 1 Vacancy.

Due to Trustee Osborne needing to leave the meeting Items 8 and 9 were brought forward

8. **GEESE**

The new Trustees were advised of the current situation with regard to the management of the Geese. Trustee Saunders had that afternoon received an update which she would advise Trustees once she had fully read the report.

9. **HAMS ROAD CAR PARK**

Trustee Osborne asked if the market could return to Newerne Street car park. Trustees suggested District Councillor Harry Ives be contacted to liaise with the FoDDC and make every effort for the market to return to the Newerne Street carpark. The Locum Secretary to research other towns who share their market with a live car park. Proposed Trustee Harris seconded Trustee Taylor.

Trustee Osborne left the meeting

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **APPROVAL OF MINUTES**

Trustee Kemsley Proposed from the Chair that the minutes of the meeting held on the 3rd October be approved as a correct record. APPROVED with 2 abstentions.

4. **FINANCIAL MATTERS**

4.1 **Approval of Schedule of Payments**

Trustee Kemsley talked through the payments and the drainage work that was completed with S106 monies. The grass cutting invoice was queried as the pitch was not always mowed as the football club wished it to be, Trust Secretary to liaise with the contractor for the start of the cutting season. Trustee Harris Proposed the payments be approved, Seconded Cllr Taylor. Unanimous **APPENDIX 1**

Action Trust Secretary

4.2 **To note Trail Balance, Balance Sheet, Income and Expenditure Report and Bank Reconciliation for Month 7 (End of October)**

Noted

LYDNEY RECREATION TRUST

MEETING OF THE TRUST – 28th November 2022

4.3 To Consider a Draft Budget for 23/24

The Assistant RFO talked through the changes in the budget and stated an additional £25,000 had been added as an extra donation from the Council for the management of the geese, bringing the budget for 2023/24 to £78,515.00. Proposed Trustee Harris. Seconded Trustee Saunders Unanimous.

Trustee Kemsley stated the Earmarked drainage money could now be freed up as the drainage work was being financed from S106 money, this together with the residue of the sale of the Lakehouse could be moved to Earmark Special Projects. Trustee Kemsley Proposed both Earmarked amounts be moved. Unanimous.

5. PROPOSALS FOR SKATEPARK AND PUMP TRACK

Pump Track to be removed as a future agenda item as no reports received.

(i) The deadline for tenders for the Skatepark had finished, however Trustee Cave was unable to attend the meeting so the item to be deferred to the next meeting to look at all tenders received.

(ii) Quotes were received from 2 companies for the repairs needed at the Skatepark. Trustees Kemsley Proposed the second company be used. Unanimous.

ACTION Trust Secretary

6. ART BOARDS AT THE SKATE PARK

Trustee Saunders thanked Trustee R Holmes for supervising the activity.

7. PROPOSALS FOR COMMUNITY ORCHARD AND ALLOTMENTS

Trustee Saunders advised 3 testing kits had been received and samples of different areas would be taken in the new year. The Locum Secretary was aware of another company and would look into the information for the next meeting.

ACTION Trust Secretary

Items 8 and 9 were dealt with at the start of the meeting.

10. LIGHTING

Trustees Kemsley and Leach had attempted to meet with our GCC rep regarding the lightning but was unable to arrange an appointment. Trustees queried when GCC put in the cycle path along to the lake they were going to put lightening in and this has not been done. District Cllr Preest to be contacted to see why the lights have not been installed. Trustee Kemsley and Leach will attempt to arrange a meeting with GCC. Deferred to next meeting.

ACTION LOCUM SECRETARY

11. DRAINAGE WORK

Trustee Kemsley advised the drainage work had been completed from the last S106 monies. Other drainage work needs to be completed in the future and S106 should cover this.

LYDNEY RECREATION TRUST
MEETING OF THE TRUST – 28th November 2022

12. **GROUNDWORKS COMPOUND**

Due to numerous attempts the outstanding payment for use of the Hams Road carpark had not been secured. Trustee Kemsley Proposed the amount be written off.
Unanimous.

13. **CORRESPONDENCE**

A letter had been received from a resident at Cambourne Meadow regarding leaves.
The Locum Secretary to write to the resident.

ACTION – LOCUM SECRETARY

14. **TRUST SECRETARY'S REPORT**

The Locum Trust Secretary thanked the Assistant Clerk and the Assistant RFO for their efforts in preparing the meeting.

15. **TRUSTEE REPORT**

None

16. **DATE OF NEXT MEETING**

Monday 30th January 2023

The meeting closed at 9.15 pm.

Chair.....

Date.....

LYDNEY RECREATION TRUST

MEETING OF THE TRUST – 28th November 2022

Appendix 1

Updated AGENDA ITEM 4.1

28/11/2022 Lydney Recreation Trust Current Year Page 83
 10:44 PRELIMINARY PURCHASE DAYBOOK User: CEHW

| Creditors for Month No 8 | | | | Order by Supplier A/c | | | | 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 |
| 31/10/2022 | 261754 | 40 | COUNTRYWIDE GROUNDS COU | | 1,210.00 | 242.00 | 1,452.00 | 4245 | 200 | 1,210.00 | October Grass Cutting |
| 16/11/2022 | 16112022 | CONTRACT | EDF | EDF001 | 52.96 | 2.65 | 55.61 | 4430 | 200 | 52.96 | Electric 15.10 to 14.11 |
| 18/10/2022 | E23999740039 | CONTRACT | EDF | EDF001 | 16.37 | 0.82 | 17.19 | 4430 | 200 | 16.37 | Electric: 21.06 to 15.09 |
| 07/11/2022 | 8845 | 37 | FOREST EQUIPMENT | FES001 | 35.62 | 7.12 | 42.74 | 4210 | 200 | 35.62 | School Holiday Litter Pick |
| 01/11/2022 | 5105 | 39 | FOD PEST CONTROL | FOD002 | 55.00 | 11.00 | 66.00 | 4200 | 200 | 55.00 | Monthly Pest Control |
| 24/11/2022 | INV-756 | S106 | GDB GROUND CARE | GDB001 | 19,400.00 | 3,400.00 | 22,800.00 | 4435 | 200 | 19,400.00 | Level Uneven areas/Materials CC |
| 14/11/2022 | SIN3673 | 43 | IMAGE SIGNS | IMA001 | 399.75 | 79.95 | 479.70 | 4200 | 200 | 399.75 | ACP Signs with Rails/Posts |
| 21/10/2022 | 70206518 | 36 | MONMOUTH CC | MON001 | 83.19 | 16.64 | 99.83 | 4270 | 200 | 83.19 | Annual Playground Inspections |
| TOTAL INVOICES | | | | | 21,252.89 | 3,760.18 | 25,013.07 | | | 21,252.89 | |
| | | | | | VAT ANALYSISCODE F @ 5.00% | 69.33 | 3.47 | 72.80 | | | |
| | | | | | VAT ANALYSISCODE S @ 20.00% | 18,783.56 | 3,756.71 | 22,540.27 | | | |
| | | | | | VAT ANALYSISCODE Z @ 0.00% | 2,400.00 | 0.00 | 2,400.00 | | | |
| TOTALS | | | | | 21,252.89 | 3,760.18 | 25,013.07 | | | | |