

BATHURST PARK AND RECREATION TRUST

MEETING OF THE TRUST – 28th November 2022 - 50

**Minutes of the Meeting held at Council Chambers on
Monday 28th November 2022 at 7.00 pm.**

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

In Attendance: Mr R Balgobin – Locum Trust Secretary
Mrs C Whittington - Minute Taker/Assistant RFO

Trustee Kemsley welcomed Pam Johns in her role as new Councillor /Trustee.

1. **APOLOGIES**

The Trust NOTED apologies for absence had been received from Trustees Cave and S Holmes. Trustees Greenwood, Leach and Vaughan were absent with 1 vacancy.

2. **DECLARATIONS OF INTEREST**

None.

3. **APPROVAL OF MINUTES**

Trustee Saunders Proposed the minutes of the meeting held on the 3rd October be approved as a correct record, Seconded Trustee Harris. APPROVED with two Abstentions.

4. **FINANCIAL MATTERS**

4.1 **Approval of Schedule of Payments**

Trustee Harris Proposed the Schedule of Payments be accepted, Seconded Trustee Taylor. APPROVED Unanimous.

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

Noted.

4.3 **To Agree the Budget for 2023/24 and repurpose the Earmarked Funds**

The Locum Trust Secretary and the Assistant RFO talked through the Budget. Trustee Kemsley Proposed the current year budget amounts of £6,000 for Playground Replacement and £2,000 for Tree Replacement be moved to Earmarked Funds – into Play Equipment Replacement and the Budget of £80,175 be approved for 23/24. Approved Unanimously.

Action- Locum Trust Secretary – Assistant RFO

5 **Trust Secretary Report**

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

- (i) The Insurance claim is currently trying to be resolved without the need for going to court. The Clerk will liaise with the insurance company to clarify if a claim will be meet.

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6. EVENTS IN THE PARK

- (i) Churches together – Nature Tots Trustee Osbourne Proposed they be allowed to use the Park, Seconded Trustee Taylor. APPROVED Unanimously.
- (ii) Churches together to use the Park at Christmas. Trustee Osbourne Proposed this be agreed, Seconded Trustee Harris.
Trustee Saunders advised everything was in order for the Firework event and the only
- (iii) To agree the date of the next Firework Event. Trustee Harris Proposed the date of next years Firework Event be held on Friday 3rd November. APPROVED.

7. PROVISION OF PLAY EQUIPMENT

Trustee Kemsley advised the Working Party had meet. The Trustees wish to keep the big slide, but to replace the other play equipment over time. The Trustees wish to make the play equipment inclusive. Trustees would like to repurpose half of the Tennis Court to a MUGA and the other half to be a mini town circuit for younger children. A partition would be between both areas. The Locum Trust Secretary suggested contractors the Trust could liaise with for competitively priced equipment. They also wish to continue with the plans for the sensory garden, of which the Head Groundsman is working on the plans. Admin staff member to look into Grant funding. Trustee Kemsley advised there is some s106 money that can be claimed.

Action – Admin Worker

8. Four Seasons Cafe

- (i) Trustees Osborne Proposed the faulty heater in the Pavilion be replaced, Seconded Trustee Saunders.
- (ii) The Locum Trust Secretary suggested an electrician be asked to quote for a sub meter to be fitted which would be far less expensive than having a separate meter. An electrician to be contacted for a quoted.

Action – Locum Trust Secretary

9. Review of Trial Period of allowing dogs outside the Pavilion Cafe

Trustee Harris Proposed this be reviewed again as an agenda item in 6 months' time.

10. Football Pitches

Deferred to next meeting.

11. CORRESPONDENCE

There was no correspondence.

12. TRUSTEE REPORTS

There were no Trustee Reports

13. DATE OF NEXT MEETING

Monday 30th January 2023

The meeting closed at 7.58 pm.

Chair.....

Date.....

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Appendix 1

Updated AGENDA ITEM 2.1

28/11/2022 Bathurst Park and Recreation Trust Current Year Page 92
 11:55 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
04/11/2022	18108	119	AITKENS SPORTSTURF	AIT001	2,251.44	385.89	2,637.33	4300	210	2,251.44	Fertiliser/Seed Mx
10/11/2022	H022517	101	ALTRAD HIRE	ALT001	1,186.33	237.27	1,423.60	4360	260	1,186.33	Hire of 200 Fence Panels
01/11/2022	775999	121	CHARLES SAUNDERS	CHAD01	93.86	18.77	112.63	4435	300	93.86	2 Ply Toilet Tissue
28/11/2022	MISC/ATB/424	112	COINROS	COI001	1,090.92	218.18	1,309.10	4240	200	1,090.92	Winter Bedding
28/10/2022	51436	120	GODCH	GCH001	82.17	16.43	98.60	4230	200	75.00	Black Bags Box 100
								4435	300	7.17	Orange Squir
26/10/2022	INV-1059	97	GDR SOLUTIONS UK LTD	GDR001	463.00	92.60	555.60	4360	260	463.00	2 X First Aid Responders
02/11/2022	INV-1565		LUKE COLE	LC0001	79.80	15.96	95.76	4095	150	79.80	PAT testing at Workshop
31/10/2022	12071	JY/89/93/94/95	LIGHT FANTASTIC	LIG001	114.07	22.81	136.88	4230	200	58.97	Tape/brush/cableties
								4230	200	55.10	Perspex for notice board
21/10/2022	70206517	91	MONMOUTHSHIRE	MON001	138.65	27.73	166.38	4245	200	138.65	Annual Play Inspection
13/11/2022	INV-4651	95	STAR FIREWORKS	STA001	3,180.00	636.00	3,816.00	4360	260	3,180.00	Firework Display
15/11/2022	400075515	118	TINDLE NEWSPAPER	TIND01	200.00	40.00	240.00	4360	260	200.00	Firework Advert
18/10/2022	3052 - ABG005		TRAVIS PERKINS	TRA001	72.11	14.42	86.53	4300	210	72.11	Hire of Turf Aerator
TOTAL INVOICES					8,952.35	1,726.06	10,678.41			8,952.35	
VAT ANALYSISCODE E @ 0.00%					322.00	0.00	322.00				
VAT ANALYSISCODE S @ 20.00%					8,630.35	1,726.06	10,356.41				
TOTALS					8,952.35	1,726.06	10,678.41				