

BATHURST PARK AND RECREATION TRUST

DRAFT - Minutes of the Meeting held at Council Chambers on Monday 25th March 2024 at 7.00 pm.

Present: Trustees C Harris, R Kemsley (Chair), P Johns, M Jones, P Macklin, N Saunders (Vice Chair) and E Taylor.

In Attendance: Mr M Greenfield -Trust Secretary
Mrs L Bendall – Minute Taker

No members of the Public were present

1. **Apologies for Absence**

Apologies for absence were received and noted from Trustees S Cave, R Holmes, S Holmes, H Ives and W Osborne.

2. **Declarations of Interest**

There were no declarations of interests.

3. **Minutes of Previous Meeting**

The minutes of the meeting held on the 29th January 2024 were accepted as read and correct.

Proposed by Trustee Harris, seconded by Trustee Saunders that the meeting minutes of 29th January 2024 were correct.

Resolved: Majority Approved

4. **Financial Matters**

4.1 **Payments**

To note invoices paid and on Bank Statement.

Noted.

To approve an additional payment of £78.00 to DBC Solutions for servicing of fire extinguishers.

Trustee Saunders proposed the payment of £78.00 to DBC Solutions be approved, seconded by Trustee Macklin.

Resolved: Unanimously Approved

4.2 **Income and Expenditure Reports**

To note Income and Expenditure Reports for 31.01.2024 and 29.02.2024.

Noted.

4.3 **Bank Reconciliation & Bank Statements – Petty Cash, Current and Deposit Accounts**

To note the Bank Reconciliations for 31.01.2024 and 29.02.2024 and Bank Statements for 31.01.2024, 29.02.2024 and 18.03.2024.

Noted.

4.4 **Earmarked Reserves**

To note Earmarked Reserves for 31.01.2024 and 29.02.2024.

Noted.

- 4.5 Bathurst Park & Recreation Trust Asset Register**
To note Bathurst Park & Recreation Trust Asset Register for 2023-2024
Noted.
- 5. Replacement Bowling Green Mower**
To receive, consider and decide purchasing a replacement bowling green mower and if approved to agree funds to be taken from Bowling Green Maintenance (4300) and EMR Projects (324) budget codes.
Trustee Taylor proposed an agreed expenditure of a maximum of £3,300 + VAT for a replacement bowling green mower with funds being taken from Bowling Green Maintenance (4300) and EMR Projects (324) budget codes be approved subject to obtaining a total of 3 quotes and in consultation with all grounds staff. Seconded by Trustee Jones.
Resolved: Majority Approved.
- 6. Seeds and Ground Maintenance Quotation**
To receive, consider and decide on quotation received for seeds and grounds maintenance products for bowling green, with funds being taken from Bowling Green Maintenance (4300) budget code.
Chair proposed the quote for seeds and grounds maintenance products for the bowling green, with funds being taken from Bowling Green Maintenance (4300) budget code be approved.
Resolved: Unanimously Approved.
Trustees requested clarification of the remaining available funds within budget code Bowling Green Maintenance (4300)
- 7. Annual Insurance**
To note the Annual Insurance cover for 1st April 2024 – 31st March 2025.
Noted.
- 8. Summer Event**
- 8.1** To confirm a date for Bathurst Park Community Event (summer event).
Trustee Harris proposed the date 20th July 2024 for Bathurst Park Community Event be approved. Seconded by Trustee Macklin.
Resolved: Majority Approved.
- 8.2** To authorise spending the budget set for this event.
Trustee Saunders proposed the spending of budget for Bathurst Park Community Event be approved. Seconded by Trustee Taylor.
Resolved: Unanimously Approved.
- 8.3** To agree to ask Lydney Town Council for a donation of £2,000 towards the cost of the event.
Chair proposed that Lydney Town Council be asked for a donation of £2,000 towards the cost of the event be approved.
Resolved: Unanimously Approved.
- 8.4** To agree to contact previous financial contributors to see if they are able to help with a donation for the event for 2024/25.
It was proposed by Trustee Saunders that previous financial contributors be contacted to see if they are able to make a donation towards the 2024/25 event. Seconded by Trustee Harris.
Resolved: Unanimously Approved.

- 8.5 To agree to ask Lydney Town Council for a donation of £100 towards the cost of art materials.
Chair proposed that Lydney Town Council be asked for a donation of £100 towards the cost of art materials be approved.
Resolved: Unanimously Approved.

9. Correspondence

To consider a response to any correspondence received.
Kings Arm Church have requested to host a charitable run at the Summer Event, a request for full details to be given to Clerk and added to Bathurst Park Trust May Agenda for discussion and approval.

10. Trustees' Reports

To consider any URGENT reports from members of the Trust.
Trustee Macklin raised that it had been previously agreed by Trustees that Lydney Football Club would not be charged when using Bathurst Park pitch when they were unable to play on their pitch due to wildlife incursion and droppings. Office will confirm and liaise with Football Club directly.

11. Trust Secretary

To receive and note the Trust Secretary Report
Noted.
An update was also given on Bathurst Park cleaner. L&N Cleaners have been retained for 8 weeks to clean the toilets and changing rooms at Bathurst Park, commencing from Tuesday 2nd April.

12. Date of Next Meeting

Monday 20th May 2024, 7pm Council Chambers

Meeting closed 19.55pm

Signed:.....

Date:.....