

BATHURST PARK AND RECREATION TRUST

Minutes of the Meeting held at Council Chambers on
Monday 29th July 2024 at 7.00 pm.

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

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of Previous Meeting

The minutes of the meeting held on the Monday 20th May 2024 were accepted as read and correct.

Resolved: Majority Approved

4. Financial Matters

4.1 Payments

To approve invoices to be paid totalling £17,488.37.

Proposed that the payments be approved.

Resolved: Unanimously Approved

4.2 Income and Expenditure Reports

To note Income and Expenditure Reports for 31.05.2024 and 30.06.2024.

Noted.

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

To note the Bank Reconciliations for 31.05.2024 and 30.06.2024 and Bank Statements for 31.05.2024, 30.06.2024 and to 23.07.2024.

To note previous invoices paid on Bank Statement

Noted.

4.4 Earmarked Reserves

To note Earmarked Reserves for 31.05.2024 and 30.06.2024.

Noted.

Trustees to consider Earmarked Reserves and how these could be spent.

4.5 To consider and agree for approval the Draft Accounts for the year ending 31st March

2024, for onward submission to the Charity Commission.

Proposed draft accounts for year ending 31st March be approved.

Resolved: Unanimously Approved

- 4.6 Trustee Internal Audit Report for Wednesday 17th July 2024**
 To receive a report on the internal financial audit held on Wednesday 17th July 2024, covering periods April, May and June 2024.
 Trust thanked Trustees Harris and Johns for undertaking the recent internal audit. Feedback was positive, trustees commented it was well organised, easy to cross-reference and a dream to undertake an internal audit.
 Trustees passed on their thanks to the RFO and Finance Assistant.
- 5. Trust Secretary**
 To receive and note the Trust Secretary Report
 Received and noted.
- 6. Trustees' Reports**
 To consider any URGENT reports from members of the Trust.
 Trustee Harris gave a brief update following the Community Event held on Saturday 20th July, despite the weather it was well supported and that all those who attended enjoyed the day.
 The Trust thanked everyone involved in organising and supporting the event.
- 7. Correspondence**
 To consider a response to any correspondence received
 None received
- 8. Cherry Tree at Bathurst Park**
 To receive a quote and decide on removing a dead cherry tree within Bathurst Park situated behind the Cowling Clubhouse with any associated costings being taken from Budget Code Ground/Tree Maintenance 4230/200.
 Proposed that the quote from TrunkArb for £834.00 (inc. VAT) with funds being taken from Ground/Tree Maintenance 4230/200 be approved with a recommendation that the Secretary and Head Gardener agree a replacement tree.
Resolved: Unanimously Approved.
- 9. Kings Arm Community Church**
 To consider and approve Kings Arms Community Church using Bathurst Park for the following dates in August 2024. 17th and 31st between the times of 9.00am – noon to host play activities for younger aged children.
Resolved: Unanimously Approved
- 10. Kings Arm Community Church**
 To consider and approve Kings Arms Community Church using Bathurst Park on the following date, Thursday 19th December between the hours of 2.30pm to 7.00pm to host their annual 'Carols at the Bandstand' Event with Lydney Town Band.
Resolved: Unanimously Approved
- 11. Date of Next Meeting**
 Monday 23rd September at 7pm Council Chambers

Meeting closed 19.26pm

Signed:.....

Date:.....12-8-24