



Trust Secretary: Michael Greenfield

Bathurst Park & Recreation Trust

Council Chambers, Claremont House,
High Street, Lydney, Glos, GL15 5DX
Telephone: 01594 842234
Registered Charity No: 298305

17th September 2024

Dear Trustee,

You are cordially invited to attend a Meeting of Bathurst Park and Recreation Trust which will be held in the Council Chamber, Claremont House, High Street, Lydney on **Monday 23rd September 2024 at 7.00pm.**

Yours sincerely,

Michael Greenfield

Michael Greenfield
Trust Secretary

AGENDA

1.	Apologies for Absence To receive apologies for absence
2.	Declarations of Interest To receive any declarations of interest in items on the agenda
3.	Minutes of Previous Meeting To consider for approval as a correct record the Minutes of the Extraordinary Meeting of the Trust held on Monday 12th August 2024
4.	Financial Matters/Secretary's Financial Reports
4.1	Payments To note no invoices due for Payment to be approved
4.2	Income and Expenditure Reports To note the Income and Expenditure Reports 31.07.24 & 31.08.24
4.3	Bank Reconciliation & Bank Statements – Petty Cash, Current & Deposit Accounts To note the Bank Reconciliations for 31.07.24 & 31.08.24 & Bank Statements for 31.07.24 & 31.08.24 to 17.09.24

4.4	Earmarked Reserves To note the Earmarked Reserves for 31.07.24 & 31.08.24
4.5	Draft budget 2025/26 To consider the draft budget for 2025/26
5.	Trustees' Reports To consider any <u>URGENT</u> reports from members of the Trust.
6.	Trust Secretary To receive the Trust Secretary's Report
7.	Correspondence To consider a response to any correspondence received
8.	Pitch Hire for Financial Year 2025/26 Trustees to review and approve the pitch hire at Bathurst Park for financial period 2025/26.
9.	Bowling Club Additional Storage Locker To receive and decide on a request from the Bowling Club to erect another storage locker adjacent to the current locker by the entrance to the side gate of the bowls green
10.	Winter Bedding Plants 2024/2025 To receive and decide on a quote for winter bedding plants 2024/2025 to be taken from budget code 4240/200 Plants/Memorial Garden
11.	Invite to Tender for Litter Picking for 1st April 2025 11.1 To consider and approve the draft Invitation to Tender for Litter Picking for submission onto the Government Procurement website, with the contract commencing from 1st April 2025 11.2 To consider and approve the Delegated Authority for two trustees and the Secretary to award the contract. 11.3 To approve for the Secretary to contact the Trust's solicitor to draft a formal contract for the winning firm.
12.	Firework Event – 5th November 2024 12.1 To agree Trustees attending and supporting the event on Tuesday 5 th November 2024. 12.2 To agree a petty cash float for the Fireworks event. 12.3 To approve for council staff to be reimbursed for the Fireworks Event scheduled for Tuesday 5th November, for a maximum of four hours at time and a half.
13.	Sportily Pop-Up Events To consider and approve the request from Sportily to use Bathurst Park during the Easter holidays to run their pop-up sports events.

14.	Bowling Green Maintenance
	To receive and decide on a quotation for products to help with maintenance of the bowling green. To agree any associated costs to be taken from Budget Code 4300/210 Bowling Green Maintenance.
15.	Lydney Football Club
	To consider and approve request from Lydney Town Football Club to use Bathurst Park football pitch free of charge if at any time their pitch is deemed unplayable due to wildlife incursion.
16.	Date of Next Meeting
	Monday 25 th November 2024, 7pm Council Chambers

END