

LYDNEY RECREATION TRUST

DRAFT Minutes of the Meeting held at Council Chambers on Monday 23rd September 2024 at 7.48pm

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

In Mr M Greenfield -Trust Secretary
Attendance: 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 Cave and Macklin.

2. **Declarations of Interest**

There were no declarations of interests.

3. **Minutes of the Previous Meeting**

The minutes of the Meeting held on **Monday 29th July 2024** were accepted as read and correct.

Resolved: Majority Approved

4. **Financial Matters/Secretary's Financial Reports**

4.1 **Payments**

To approve invoices to be paid

Chair proposed payments approved to be made totalling £559.20

Resolved: Unanimously Approved

It was noted that the invoice for £559.20 will be reimbursed back to the trust by s106 funds.

4.2 **Income and Expenditure Reports**

To note the Income and Expenditure Reports 31.07.24 & 31.08.24

Noted

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

To note the Bank Reconciliations 31.07.24 & 31.08.24 & Bank Statement for 31.07.24 & 31.08.24 to 17.09.24

To note previous invoices paid on Bank Statements

Noted

4.4 **Earmarked Reserves**

To note the Earmarked Reserves for 31.07.24 & 31.08.24

Noted

4.5 **To consider the draft budget for 2025/26**

Draft Budget for 2025/26 was discussed, the budget is a work in progress and for trustees to continue to feedback thoughts and suggestions. The 2025/26 budget will be reviewed and approved in the November Trust meeting.

5. Trustees' Reports

To consider any URGENT reports from members of the Trust.

- A Trustee requested that the council be approached to consider a repairing lease for any new lawn mowers that the council may require in the near future, this is especially prudent with Recreation Trust proposing to bring the grass cutting in house from next year. The Secretary to liaise with the clerk on the matter.
- A Trustee raised a query asking if vendor pitches could be marked out/cordoned off for those hiring the pitch.
- Do Not Feed the Geese signs should be ready and installed within the next few weeks.
- Following a Police Partnership Meeting, a Trustee updated the Trustees on concerns that had been raised of suspicious activities being carried out on Recreation Trust land, the police are aware and will be increasing their presence in that area.

6. Trust Secretary

To receive the Trust Secretary's Report
Noted

7. Correspondence

To consider and agree a response to any correspondence received.
No correspondence received.

8. Wildlife

(a) to receive an update on the wildlife
An update was received and signs will be installed over the coming weeks.

(b) to receive and on a quote for clearance of the boating lake
Chair proposed that the Grounds Team be instructed to clear the boating lake over the winter months.

Resolved: Unanimously Approved

(c) to decide on future actions
For wildlife to be followed up at the November Trust meeting and consideration to be given to re-instruct the specialist dog trainer if needed.

9. Skateboard Park

To receive an update on the skatepark
Trustees received the annual Zurich Insurance report which highlighted some remedial maintenance work that was required. Office to chase and obtain quotes to undertake the work. Office to also contact Greenfields who have undertaken repairs in the past. It was confirmed that there is available s106 funds to cover repair work for the skatepark.

An update on the new skatepark development, is pending.

10. Memorial Bench

To consider and approve the installation of a memorial bench by the lake at a cost of £702.57 with costs to be reimbursed by the resident with initial costs taken from 200/4265 Seating/Picnic Benches.

Chair proposed that the installation of a memorial bench by the lake at a cost of £702.57 with costs to be reimbursed by the resident with initial costs taken from 200/4265 Seating/Picnic Benches be approved.

Resolved: Unanimously Approved

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

It was proposed by Chair to approve the draft invitation to Tender for Litter Picking for submission onto the Government Procurement website, with the contract commencing from 1st April 2025.

Resolved: Unanimously Approved

11.2 To consider and approve the Delegated Authority for two trustees and the Secretary to award the contract.

It was proposed by Chair to approve the Delegated Authority for trustees Harris, Saunders and Kemsley together with the Secretary to award the contract.

Resolved: Unanimously Approved

11.3 To approve for the Secretary to contact the Trust’s solicitor to draft a formal contract for the winning firm.

It was proposed by Chair to approve for the Secretary to contact the Trust’s solicitor to draft a formal contract for the winning firm.

Resolved: Unanimously Approved

12. Danters Funfair

To consider and approve Danters Funfair request to rent Hams Road Carpark for 11th 12th & 13th October 2024.

It was proposed by Chair to approve Danters Funfair request to rent Hams Road Carpark for 11th, 12th and 13th October 2024.

Resolved: Unanimously Approved

13. Memorial Bench

To consider and approve the installation of a memorial bench by the lake at a cost of £702.57 with costs to be reimbursed by the resident with initial costs taken from 200/4265 Seating/Picnic Benches

Chair proposed that the installation of a memorial bench by the lake at a cost of £702.57 with costs to be reimbursed by the resident with initial costs taken from 200/4265 Seating/Picnic Benches be approved.

Resolved: Unanimously Approved

14. Date of Next Meeting

Monday 25th November 2024 at the conclusion of the meeting of Bathurst Park and Recreation Trust. Venue Council Chambers

Meeting Closed at 8.31pm

END

Signed:.....

Date:.....