



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

19<sup>th</sup> November 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 25<sup>th</sup> November 2024 at 7.00pm.**

Yours sincerely,

*Michael Greenfield*

Michael Greenfield  
Trust Secretary

## Housekeeping

### **AGENDA**

1.	<b>Apologies for Absence</b> To receive apologies for absence
2.	<b>Declarations of Interest</b> To receive any declarations of interest in items on the agenda
3.	<b>Minutes of Previous Meeting</b> To consider for approval as a correct record the Minutes of the meeting of the Trust held on <b>Monday 23<sup>rd</sup> September 2024</b>
4.	<b>Financial Matters/Secretary's Financial Reports</b>
4.1	Payments (a) To note invoices paid and on Bank Statement (b) To approve invoices to be paid
4.2	Income and Expenditure Reports To note the Income and Expenditure Reports 30.09.24 31.10.24

4.3	Bank Reconciliation & Bank Statements – Petty Cash, Current & Deposit Accounts To note the Bank Reconciliations for 30.09.24 & 31.10.24 & Bank Statement for 30.09.24 & 31.10.24 to 19.11.24
4.4	Earmarked Reserves To note the Earmarked Reserves for 30.09.24 & 31.10.24
4.5	Draft budget 2025/26 To consider the draft budget for 2025/26
4.6	Trustee Internal Audit Report from Wednesday 16 <sup>th</sup> October 2024 To receive a report on the internal financial audit held on Wednesday 16 <sup>th</sup> October 2024, covering Periods July, August & September 2024
5.	<b>Trustees' Reports</b> To consider any URGENT reports from members of the Trust.
6.	<b>Trust Secretary</b> To receive the Trust Secretary's Report
7.	<b>Correspondence</b> To consider a response to any correspondence received
8.	<b>Bulbs Quote for 2025/26 Budget</b> To receive and approve a quote for spring bulbs with associated costs to be taken from the 2025/26 budget being split between budget codes 4275/200 Sensory Garden and 4240/200 Plants/Memorial Garden.
9.	<b>Summer Bedding Quote for 2025/26 Budget</b> To receive and approve a quote for summer bedding with associated costs to be taken from the 2025/26 budget, under budget code 4240/200 Plants/Memorial Garden.
10.	<b>Memorial Bench</b> To consider and approve the installation of a memorial bench in Bathurst Park at a cost of £702.57 with costs to be reimbursed by the resident with initial costs taken from 200/4200 General Repairs including Benches
11.	<b>Bathurst Park Christmas Hours</b> To note Bathurst Park Christmas Hours
12.	<b>Memorial Bench</b> To consider and approve the installation of a memorial bench in Bathurst Park at a cost of £702.57 with costs to be reimbursed by the resident with initial costs taken from 200/4200 General Repairs including Benches
13.	<b>Tree Inspection</b> To consider and approve a quote for tree inspection 2024/2025
14.	<b>Fireworks Event 2024</b> To receive a report on Fireworks Event held 05.11.24

15.	<b>Fireworks Event 2025</b> To approve the date for Fireworks 2025
16.	<b>Date of Next Meeting</b>
	Monday 27 <sup>th</sup> January 2025, 7pm Council Chambers

END