



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

22nd July 2025

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 28th July 2025 at the conclusion of the meeting of Lydney Recreation Trust.

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 meeting of the Trust held on Monday 2nd June 2025
4.	Financial Matters/Secretary's Financial Reports
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 31.05.25 and 30.06.25
4.3	Bank Reconciliation & Bank Statements – Petty Cash, Current & Deposit Accounts To note the Bank Reconciliations 31.05.25 to 30.06.25 & Bank Statement for 31.05.25 & 30.06.25 to 22.07.25

4.4	Earmarked Reserves To note the Earmarked Reserves for 31.05.25 & 30.06.25
4.5	Trustee Internal Audit Report from Wednesday 16 th July 2025 To receive a report on the internal financial audit held on Wednesday 16 th July 2025, covering Periods April, May & June 2025
4.6	Electronic Payment for VAT To note VAT payment Quarter 1 - 01.04.25 - 30.06.25
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.	Fireworks Event Wednesday 5th November 2025
	To consider, agree and decide on: (i) Admission fee for Fireworks Event (ii) Firework Event Timings (iii) Booking Fee to charge food vendors (iv) Booking Fee to charge Amusement Companies (v) Live music, bands and stall/amusement companies (vi) Agree associated costs for the Firework Event to be taken from Budget Code 4360/260 (Firework Display)
9.	Fireworks Volunteers and Float
9.1	To agree Trustees attending and supporting the event on Wednesday 5 th November 2025
9.2	To agree a petty cash float for the Fireworks event.
10.	Gruffalo Sculpture
	To consider a quote for the installation of a hand-carved wooden Gruffalo sculpture within the Sensory Garden, with associated costs to be met from Budget Code 4275/200 (Sensory Garden)
11.	Memorial Benches
11.1	To consider and approve the installation of a new memorial bench within Bathurst Park
11.2	To consider and approve the installation of a new memorial bench within Bathurst Park
11.3	To consider and approve the installation of a new memorial bench within Bathurst Park
12.	Replacement Dog Waste Bin
	To receive a quote and decide on a replacement dog waste bin with associated costs being taken from budget code 200/4230 Ground Maintenance
13.	Winter Bedding
	To receive a quote and decide on winter bedding with associated costs being taken from budget code 4240/200 Plants/Memorial Garden

14.	LOGIC Sweeper
	To consider and decide on contributing to the cost of the Logic Sweeper, purchased by Lydney Recreation Trust, with costs being taken from budget code EMR 324 Projects
15.	Bathurst Park – Destination Place
	To consider and decide on promoting Bathurst Park as an Arts and Destination Venue, with costs being taken from EMR 324 Projects and/or EMR 325 Bandstand
16.	Eco Friendly Power Lights Gloucestershire County Council Grant Application
	To consider and approve the continuation of the application, subject to grant funding with costs being taken from budget code EMR 324 Projects
17.	Park Closing Times
	To consider and approve the adoption of a fixed daily summer closing time for Bathurst Park gates.
18.	Inclusion Enhancement Project
	To consider and approve the continuation of the application, subject to grant funding with costs being taken from budget code EMR 324 Projects
19.	Date of Next Meeting
	Monday 29 th September 2025, 7pm Council Chambers

END