

BATHURST PARK AND RECREATION TRUST

DRAFT - Minutes of Bathurst Park and Recreation Trust Meeting held at Council Chambers on Monday 23rd March 2026 at 7.00pm

Present: Trustees N Saunders (Chair), J Gregory, S Hillier, R Holmes, S Holmes, P Johns, M Jones, T Lindsay and E Taylor

In Attendance: L Bendall – Minute Taker & Acting Trust Secretary
Leanne Gay

One member of the public present

Absent: Trustees C Evans and N Holbutt

Trustee Saunders gave the usual housekeeping announcements.

Open Forum

No items were raised

1.	Apologies for Absence Apologies were received and noted from Trustees C Harris, G Phelps and S Cave.
2.	Declarations of Interest There were no declarations of interest received.
3.	Minutes of Previous Meeting Chair proposed that the minutes of the extraordinary meeting held on the Monday 9 th February 2026 were accepted as read and correct. Resolved: Majority Approved
4.	Financial Matters/Secretary's Financial Reports
4.1	Payments (a) To note invoices paid and on Cashbook Statements Noted (b) To approve invoices to be paid Chair proposed for invoices totalling £1455.95 be approved. Resolved: Unanimously Approved
4.2	Income and Expenditure Reports To note the Income and Expenditure Reports 31.01.26 and 28.02.26 Noted
4.3	Bank Reconciliation & Cashbook Statements – Petty Cash, Current & Deposit Accounts To note the Bank Reconciliations and Cashbook Statements for 31.01.26 to 28.02.26 Noted
4.4	Earmarked Reserves To note the Earmarked Reserves for 31.01.26 & 28.02.26 Noted

4.5	<p>To note Aviva Insurance Renewal for 1st April 2026 to 31st March 2027</p> <p>Noted</p> <p>It is noted that the Trust Secretary will obtain comparative insurance quotes for consideration ahead of next year's renewal.</p>
5.	<p>Trustees' Reports</p> <p>To consider any <u>URGENT</u> reports from members of the Trust.</p> <ul style="list-style-type: none"> • Ttee Saunders reminded Trustees of the upcoming Easter event on Wednesday 1st April, to be held at Bathurst Park. Depending on the weather, the event may be moved into the Pavilion. A request was made for anyone available to assist; Ttee Saunders will circulate full details and timings via email. • The Royal British Legion are hosting a short service to commemorate the 85th anniversary of the battle of Imjin River at the Korean Oak Tree at 10.30am on 12th April 2026 within Bathurst Park. A more formal church service is scheduled for later that month. • The pond has now been cleared; this process took two weeks to fully empty and complete. Repair work will now be undertaken, after which the pond will be refilled. Plants will be replanted, and consideration will be given to signage regarding fish. A thank you was extended to the grounds team for all their hard work.
6.	<p>Trust Secretary</p> <p>To receive the Trust Secretary's Report</p> <p>Received and noted</p>
7.	<p>Memorial Plaque</p> <p>To consider a plaque being placed on an existing bench within the Memorial garden/pond area, with costs being met by resident.</p> <p>The Chair proposed, and it was agreed, to approve the installation of a plaque on an existing bench within the Memorial Garden/pond area, with all associated costs to be met by the resident. The plaque will remain in situ for the life of the chosen bench and must be in keeping with the existing size and style of plaques. At the Trust's discretion, additional plaques may be installed on the bench at a later date.</p> <p>Resolved: Unanimously Approved</p>
8.	<p>Correspondence</p> <p>To consider a response to any correspondence received</p> <p>No correspondence was received</p>
9.	<p>Park Closing Times</p> <p>To consider and decide on the daily summer closing time for Bathurst Park gates. Following discussion, the Chair proposed that Bathurst Park closing times during the summer months (typically from 1st March to 31st October) be set at the start of dusk.</p> <p>Resolved: Unanimously Approved</p>
10.	<p>New Storage Container</p> <p>To receive and consider a quotation for a replacement storage container and to agree the next steps</p> <p>It was proposed (TL) and seconded (SHo) to approve the purchase of a new container and removal of the old one with associated funds being taken from budget codes 4075/100 Health & Safety inc Tree Works and 4230/200 Ground Maintenance.</p> <p>Resolved: Unanimously Approved</p>

11.	<p>Lone Showering Policy & Risk Assessment To receive and consider approving adoption of the Lone Showering Policy, Risk Assessment and Staff Acknowledgement Form The Chair proposed to approve and adopt the Lone Showering Policy, Risk Assessment and Staff Acknowledgement Form, subject to the Risk Assessment being updated to reflect that staff provide their own towels. This will be discussed with the Trust's H&S contractor, Citation, and future management will be guided by their advice. Resolved: Majority Approved</p>
12.	<p>Sensory Garden To consider renaming the Sensory Garden after a former employee Following discussion, it was proposed (SHo) and seconded (ET) to recognise a former long-standing Head Gardener by installing a plaque within the Sensory Garden, acknowledging that the garden was designed and inspired by James Young. Resolved: Majority Approved The exact plaque wording and position will be considered by Trustees.</p>
13.	<p>Sportily To consider a request from Sportily to host sessions within Bathurst Park during the summer holidays. Chair proposed to approve the request from Sportily to use Bathurst Park on the following dates: Thursday 30th July 2026 Thursday 6th August 2026 Thursday 13th August 2026 Resolved: Unanimously Approved</p>
14.	<p>Community Family Ministry To consider a request from Community Family Ministry to hold outdoor services within Bathurst Park on Sunday 28th June and 26th July The Chair proposed to approve the request from the Community Family Ministry to hold outdoor services within Bathurst Park on Sunday 28th June and 26th July 2026, subject to the Trust's Lease/Deeds being checked to ensure this is permitted. Resolved: Unanimously Approved</p>
15.	<p>Date of Next Meeting</p>
	<p>Monday 1st June 2026, 7pm Council Chambers</p>

The meeting closed at: 7.55pm

Signed:.....

Date:.....