

LYDNEY RECREATION TRUST

DRAFT Minutes of the Meeting held at Council Chambers on
Monday 27th July 2026 at 7.00pm

Present:	Trustees N Saunders (Chair), J Gregory, C Harris, S Hillier, R Holmes, P Johns, M Jones, T Lindsay, and E Taylor
In Attendance:	Mrs C Lines – Trust Secretary Mrs L Bendall - Minute Taker One member of the public present
Absent:	Trustees S Cave, C Evans, G Phelps and R Thomas

Open Forum

No items were raised

1.	Apologies for Absence Apologies for absence were received and noted from Trustees S Holmes and H Hutchison
2.	Declarations of Interest No declarations of interests were received.
3.	Minutes of the Previous Meeting Chair proposed that the minutes of the Meeting held on Monday 1st June 2026 were accepted as read and correct. Resolved: Majority Approved
4.	Financial Matters/Secretary's Financial Reports
4.1	Payments (a) To note payments made on Cashbook Statements Noted (b) To approve invoices to be paid It was proposed (CH) and seconded (TL) for payments totalling £629.50 be approved. Resolved: Unanimously Approved Ttee Saunders provided an update regarding the Trust's bank signatories. It was confirmed that the previous Secretary had now been removed, and paperwork would be completed to add Catherine and Louise as signatories (see Agenda Item 4.7). It was noted that, while the signatory changes were being processed, the Trust had no access to its bank accounts. Ttee Saunders will call into the office on Thursday to complete the outstanding paperwork.
4.2	Income and Expenditure Reports To note the Income and Expenditure Reports 31.05.26 and 30.06.26 Noted

4.3 4.4 4.5 4.6 4.7	Bank Reconciliation & Cashbook Statements – Petty Cash, Current & Deposit Accounts To note the Bank Reconciliations and Cashbook Statements for 31.05.26 and 30.06.26 Noted A query was raised regarding a reimbursement, and it was confirmed that this related to the recent skatepark repairs, which were funded through Section 106 (S106) monies. Earmarked Reserves To note the Earmarked Reserves for 31.05.26 & 30.06.26 Noted Reallocation of Earmarked Reserves To approve the electronic transfer of £30,000 from Earmarked Reserve (EMR) 330 – Special Projects to Earmarked Reserve (EMR) 355 – Skatepark It was noted this had been previously approved and was a movement of allocated funds within the Trust’s accounting software. It was proposed (TL) and seconded (CH) to approve the re-allocation of £30,000 from Earmarked Reserve (EMR) 330 – Special Projects to Earmarked Reserve (EMR) 355 – Skatepark Resolved: Unanimously Approved Year End Audited Accounts To receive and note the year-end report for financial period ending 31st March following audit by Griffiths Marshall. Received and noted Audited accounts will be submitted to Charities Commission To consider and approve a resolution for the addition of Catherine Lines and Lousie Bendall Trust Secretary and Deputy Trust Secretary respectively to be the named persons for the Trust Lloyds banking administration. Chair proposed to approve adding officers Catherine Line and Louise Bendall onto Lydney Recreation Trust Lloyds Bank Accounts. Resolved: Unanimously Approved
5.	Youth Provision and Anti-Social Behaviour Update (a) To receive an update on recent ant-social behaviour within Lydney Recreation Trust Trustees received an update regarding ongoing work to address anti-social behaviour within Lydney Recreation Trust, and in summary: • A multi-agency meeting had been held involving the Child Exploitation Team, Gloucestershire County Council Youth Leads, Gloucestershire Police, and Trustees Saunders and Taylor. • A summer engagement programme is being introduced to increase the presence of support services within the park, including Gloucestershire Police. • A response has been received to the open letter sent to the Office of the Police and Crime Commissioner (OPCC), and a meeting has been arranged with the Superintendent for Neighbourhood Policing. Any updates arising from this meeting will be shared with Trustees.

- The local County Councillor confirmed that similar issues are being experienced in other nearby towns, and it is hoped that collaborative working between partner organisations will help address these concerns.
- Following a meeting a Crime Prevention report has been received, which includes a number of recommendations for consideration, including relocating the boulders, reducing the tree canopy to improve visibility, and installing a grille beneath the metal bridge to deter anti-social behaviour.

Trustees commented that the grass in certain areas had become significantly overgrown, presenting a potential fire hazard. The Grounds Team requested to investigate and take any appropriate action.

It was noted that the electricity box within the skatepark had been vandalised and broken into. This has been made safe temporarily, with more robust, permanent security measures to be considered.

- (b) To receive a verbal presentation from the Youth Development Projects Manager, FVAF, regarding the proposed youth group for Lydney and associated youth engagement initiatives.

Trustees received a verbal presentation from the Youth Development Project Manager. It was reported that, with support from Gloucestershire County Council, significant work had been undertaken over the past six months to engage with approximately 450 local young people, including 133 from Lydney, to better understand what they would like to see in their community. The key message from those consulted was a desire for a dedicated space that they could call their own.

Further engagement had identified the areas within Lydney where young people most frequently spend their time, including the skatepark, Bathurst Park and the town centre. Trustees were advised that Lydney had been identified as a priority town for the reintroduction of youth provision, and that the Forest Voluntary Action Forum (FVAF) was keen to work collaboratively with Lydney Town Council to develop this provision.

FVAF is currently exploring the potential use of vacant retail premises within Lydney High Street as a youth hub, creating an accessible, welcoming and safe space with a trusted adult presence. Their longer-term ambition is to secure funding for a full-time youth worker who would support young people across the four Forest towns.

The Trust Secretary advised that discussions had recently taken place with a local organisation, Humbugs, which is looking to establish a youth provision from the Old Police Station. The proposal would provide support for young children and families during the day, with the premises operating as a safe space for older young people during the evenings. The Trust Secretary agreed to introduce the Youth Development Project Manager to the organisation to explore potential opportunities for collaboration.

Trustee Saunders thanked the Youth Development Project Manager for the presentation and expressed his support for developing a successful partnership between FVAF and Lydney Town Council.

	(c) To receive a quote for installation of a Trail Cam in Hams Road carpark It was proposed (CH) and seconded (TL) to approve purchasing and installing four Trail Cam in Hams Road carpark, with locations being agreed in conjunction with local police. It was also agreed for the Trust Secretary to seek legal advice on implications of installing trail cams on properties not owned by the Trust. Resolved: Majority Approved Trustees were advised that existing CCTV cameras within the Recreation Trust and across the town could be accessed by officers and used to provide supporting evidence when reporting incidents to the police. Training has been arranged for officers to support this. (d) To receive and approve the Summer Youth Work Programme at the Skate Park and to delegate approval for any further ad hoc sessions. The Chair proposed approval of the Summer Youth Programme, with some sessions to be held at the skatepark, and to delegate authority to the Chair and Youth Lead, Trustee Taylor, to approve any additional ad hoc sessions as required. A review meeting is scheduled for 10 August to consider the outcomes of the sessions, following which adjustments to the programme may be recommended. Resolved: Majority Approved The Trust agreed to promote the Summer Youth Programme. Trustee Taylor has volunteered to attend and support the programme throughout the summer.
6.	Trustees' Reports To consider any <u>URGENT</u> reports from members of the Trust - Trustee Jones raised further concerns regarding the state of areas within the Recreation Trust and Lake area. It was confirmed that a walk-around meeting with Trustee Gregory, Trust Secretary and Head Groundsman had been organised for Thursday (30th July). Following this meeting an Action Plan of works and timescales would be drawn up and a request for this to be RAG rated was made. - It was confirmed that a skip that had been situated on Recreation land for a number of years had been, hopefully, removed last Friday.
7.	Trust Secretary To receive the Trust Secretary's Report Received and noted Trust Secretary confirmed that a significant amount of work on updating Risk Assessments had been completed, a meeting with our Health & Safety consultations is scheduled for early August.
8.	Correspondence To consider and agree a response to any correspondence received No correspondence was received
9.	Wildlife (a) to receive an update on the wildlife and pest control Trustees were advised that the usual methods of clearing the lake and sports pitches were proving less effective due to the prolonged period of hot and dry weather, making the work particularly challenging. The grounds team is therefore exploring alternative methods of clearing the affected areas.

	(b) to decide on future actions No further actions were determined at this time. However, further options and advice from external agencies will be sought and brought back to the September meeting for discussion. (c) to receive costings and consider purchasing a quad bike for towing the Logic Sweeper Following discussions, it was proposed (CH) and seconded (TS) to defer this agenda item to the September meeting to allow positive costings to be obtained and further information to be collated regarding storage, maintenance, running costs and insurance. Confirmation will also be sought as to whether the vehicle can be used on the public highway. Resolved: Unanimously Approved
10.	Skatepark
	(a) To receive a copy of the S106 skatepark agreements and its limitations and restrictions Following further discussions, it was confirmed by the FoDDC S106 Officer that the S106 skatepark funds currently held are allocated for the refurbishment of the existing skatepark and cannot be used towards redevelopment or the installation of a new skatepark. Evolution will provide a proposal outlining options for refurbishing the existing skatepark to enable the S106 funds to be utilised. A meeting with Trustees will be arranged to discuss the proposals. One consideration is to box in the existing ramps to help deter anti-social behaviour; this option can be explored further when Trustees meet with Evolution. (b) To receive an update on current available S106 funds Following reimbursement of the latest remedial works undertaken at the skatepark, the current S106 fund balances were received and noted.
11.	Wood, Fire & Food Holiday Activity Session
	To consider a request from Wildings ED CIC (part of FVAF programme) to hold a Wood, Fire & Food outdoor educational session on the recreation ground. Following a lengthy discussion, it was proposed (RH) and seconded (JG) to not approve the Wood, Fire and Food Holiday Activity Session to be held at the Recreation Trust. Resolved: Unanimously Not Approved
12.	Footpath Lighting
	To consider additional lighting options along the footpath by the Tennis Club Following discussions, it was agreed that the Trust Secretary would arrange a meeting with the Gloucestershire County Council officer responsible for lighting to discuss options for improving lighting along the footpath. Previous discussions had taken place with FoDDC regarding potential grant funding to support Active Travel initiatives, with improved lighting along this footpath included as part of those discussions. No further updates had been received to date.

13.	Community Payback Maintenance Works
	To consider and approve engaging the Probation Service's Community Payback scheme to undertake identified maintenance works within Lydney Recreation Trust. It was proposed (MJ) and seconded (TL) to approve engaging with the Community Probation Scheme to undertake appropriate identified works within Lydney Recreation Trust, subject to all necessary risk assessments and insurances being in place. Resolved: Majority Approved
14.	Motion To Exclude the Public and Press
	To resolve to continue in 'Closed Session' under the provisions of The Public Bodies (Admissions to Meetings) Act 1960 as the following business to be discussed is considered to be of a confidential nature Chair proposed to continue in 'Closed Session' under the provisions of The Public Bodies (Admissions to Meetings) Act 1960 as the following business to be discussed is considered to be of a confidential nature. Resolved: Unanimously Approved
	<u>CLOSED SESSION</u>
15.	Financial Matters – Outstanding Invoices
	To receive a report on the Trust's outstanding invoices and to agree any necessary actions Trustees were presented with an overview of the current outstanding invoices and the actions being taken to address them. It was agreed that a schedule of outstanding invoices would be presented to Trustees as part of the financial reports at future meetings. Trustee Gregory advised that the current Garage Tenancy Agreement required review and updating. It was agreed that Trustee Gregory would work with officers to draft a revised agreement for consideration and adoption at the September meeting.
16.	Date of Next Meeting
	Monday 28 th September 2026 at the conclusion of the meeting of Bathurst Park and Recreation Trust. Venue Council Chambers
	Meeting Closed at 9.00pm

END

Signed: Date: 28-9-26.