Trust Secretary: Catherine Lines

Bathurst Park & Recreation Trust

Council Chambers, Claremont House,
High Street, Lydney, Glos, GL15 5DX
Telephone: 01594 842234
Registered Charity No: 298305

17th November 2026

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 23rd November 2026 at 7.00pm.

Yours sincerely,

Catherine Lines

Catherine Lines
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 Trust held on **Monday 28th September 2026** and extraordinary minutes held on **Monday 19th October 2026**
4.	**Financial Matters/Secretary's Financial Reports**
4.1	Payments (a) To note invoices paid and on Cashbook Statements (b) To approve invoices to be paid
4.2	Income and Expenditure Reports To note the Income and Expenditure Reports for 30.09.2026 and 31.10.2026
4.3	Bank Reconciliation & Cashbook Statements – Petty Cash, Current & Deposit Accounts To note the Bank Reconciliations and Cashbook Statements for 30.09.26 and 31.10.2026

4.4	Earmarked Reserves To note the Earmarked Reserves for 30.09.26 and 31.10.26
4.5	Trustee Internal Audit Reports To receive reports on the internal financial audit Oct – Dec 2025 Jan-March 2026 Apr-Jun 2026 July – Sept 2026.
4.6	Draft Budget for 2027/2028 To consider and approve the draft budget for 2027/2028 and agree the amount of the donation to be requested from Lydney Town Council.
4.7	Outstanding Debt Report To receive the Outstanding Debt Report as of 31st October 2026 and note the current position
5.	**Trustees' Reports**
	To consider any URGENT 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.	**Installation of Sun Sails to Little Lydney**
	To consider the quote and any future actions for installation of sun sails to Little Lydney Play Park
9.	**Pavilion Shutters** To receive and consider a quotation for the replacement of a faulty Pavilion shutter and, if agreed, determine the appropriate budget code.
10	**Charity Commission**
	To Note Annual Return completion
	To discuss governance documents to be reviewed for compliance with annual return a) risk management b) safeguarding
11.	**Plants**
11.1 11.2	To consider and agree future process on end of season plants Report from Head Groundsman
12.	**Bowling Club**
	To consider a request from the Bowling Club for the installation of a mains water supply, either from the Pavilion or the Bowling Club, and the installation of a hardstanding area within the Bowling Green to accommodate a 5,000-litre water tank, and to consider any financial support the Trust may provide.
13.	**Winter management of Little Lydney**

	To consider and approve future actions for the management of this area during winter months and limitations of play surface.
14.	**Christmas Gate Closure**
	To note Christmas gate closures for Bathurst Park and consider opening and locking of Little Lydney Play Town
15.	**Fireworks**
	(a) To receive a verbal update and feedback following the 2026 Fireworks Event. (b) To consider and agree a date for the 2027 Fireworks Event.
16.	**Memorial Tree update**
	To receive an update of the memorial tree project and to consider and approve any future actions
17.	**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
	CLOSED SESSION
18.	**Pavilion Café – Lease** To review and consider further correspondence from the potential purchaser of the café lease and agree the Trust's response and next steps.
19.	**Date of Next Meeting**
	Monday 25th January 2027, 7pm Council Chambers

END