

Banwell Recreation Ground Trust
Charity No. 304472

Minutes of the Meeting of the Trustees held at 7pm on Monday, 17th October 2022 held at the Youth and Community Centre

PRESENT: Paul Blatchford (Chairman), Mike Bailey, Kevin Gibbons, Paul Harding, Tara Wright.

15/22 Apologies for Absence (agenda item 1)

Apologies were received from Phil Adams, Steve Davies Nick Manley Maggie McCarthy and Matthew Thomson.

16/22 To Receive any Declarations of Interest (agenda item 2)

None received.

17/22 Minutes of the Annual Meeting of the Trustees held on 18th July 2022 (agenda item 3)

Resolved – That the minutes be approved as a correct record of the meeting

The resolution was correctly proposed and seconded (unanimous with 2 abstentions due to absence).

The minutes of the meeting to be signed by the Chairman of the meeting as a correct record.

18/22 To discuss the quotes obtained by Banwell Parish Council for the installation of additional play equipment, goal posts and replacement litter bins (agenda item 4).

Resolved – The quotes were discussed, and the trustees resolved to recommend that Contractor 1, GB Sport be their approved contract for the Recreation Ground.

The resolution was correctly proposed and seconded (unanimous).

19/22 To note the Parish Councils Recreation Ground end of September's budget (agenda item 5)

The Parish Councils Recreation Ground end of September's budget was noted.

20/22 To Consider Any Other Urgent Other Issues Relating to the Recreation Ground (agenda item 6)

The issues of the broken memorial trees in the Recreation Ground were discussed. The Clerk to investigate metal tree guards.

21/22 Date of the next meeting (agenda item 7)

The next Annual Meeting unless required sooner which will be the 19th June 2023.

The Chairman closed the meeting at 7:20pm

.....Chair

.....Date

STANDING ORDERS FOR BANWELL RECREATION GROUND TRUSTEES Charity No. 304472

General

No decision shall be taken by the Trustees except at a properly convened and constituted meeting in accordance with these standing orders.

All Trustees shall be governed by Banwell Parish Council's code of conduct in their role as Trustees.

Procedure for calling meetings.

Except for the annual general meeting, meetings shall be held as and when required.

All meetings shall be called by the issuing of a formal agenda including details of the date, time and venue of the meeting, and listing the items to be considered, which will be sent by the Clerk to all Trustees. The agenda shall be issued at least three clear days before the date of the meeting and shall be posted on at least one public notice board in the village.

No decisions shall be taken by the Trustees unless proper notice of the item has been given on the agenda.

In addition to ordinary meetings, an annual general meeting of the Trustees shall be held between May and July to appoint a Chairman and Vice-Chairman for the coming year and to approve the accounts for the previous financial year.

Quorum

The quorum for meetings of the Trustees shall be one third of the total membership (i.e. four).

If a quorum is not present at the start of the meeting or at any time during the course of the meeting, the meeting shall be adjourned.

Clerk and Treasurer to the Trustees

The Clerk to Banwell Parish Council shall act as Clerk and Treasurer to the Trustees.

Chairman

The Chairman shall preside at all meetings at which he or she is present. In the absence of the Chairman the Vice-Chairman shall preside. In the absence of both, the Trustees present shall appoint a trustee to chair that meeting.

The Chairman may adjourn the meeting -

- if the meeting becomes inquorate.
- if the meeting becomes so unruly either as to make the situation dangerous to those attending or so that to continue the business of the meeting becomes impossible.
- if the meeting resolves to adjourn.

Conflicts of interest

At the start of every meeting, Trustees must declare any private interest which he or she has in an item to be discussed. Trustees shall be guided by the Code of Conduct applying to membership of the Parish Council and shall remove themselves from a meeting in appropriate circumstances.

Minutes

The Clerk shall prepare formal minutes of every meeting which will be submitted to the next meeting for approval.

Voting at Meetings

All proposals for action or expenditure put to a meeting must be formally moved and seconded.

All decisions taken shall be by a show of hands and on the basis of a simple majority.

In the case of a tied vote, the Chairman has a second or casting vote.

Press and Public

The public and press shall be admitted to all meetings of the Trustees. However, the Trustees may at any time temporarily exclude the press and public by means of the following resolution which shall be put to the meeting: -

“That in view of the confidential nature of the business about to be transacted, namely (reason to be stated), it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw.”

BANWELL RECREATION GROUND TRUST
(Charity No. 304472)

Bank balance as at 1st April 2023	£11,665.65
<u>Expenditure 2021/22</u>	
Total expenditure	£00.00
<u>Income 2021/22</u>	
Total income	£00.00
Bank balance as at 31st March 2023	£11, 665.65

Please note that there was expenditure by the Parish Council of net £29,727.10 with an income of £22,427.03 (section 106 contribution & grant for Happy to Chat Bench).

Banwell Parish Council
Summary of Receipts and Payments

6 June 2023 (2022-2023)

Cost Centre 20

Recreation Ground

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
601	Rec Grass Cutting				1,700.00	1,701.00	-1.00	-1.00 (-0%)
602	Rec Maintenance				2,000.00	631.45	1,368.55	1,368.55 (68%)
603	Rec Tree & Fence Work				300.00	1,585.00	-1,285.00	-1,285.00 (-428%)
604	Rec Inspections				350.00	296.00	54.00	54.00 (15%)
605	Rec Play Equipment & Benches	20,000.00	21,727.03	1,727.03	20,000.00	24,813.65	-4,813.65	-3,086.62 (-7%)
811	Griffiths Happy to Chat		700.00	700.00		700.00	-700.00	(N/A)
SUB TOTAL		20,000.00	22,427.03	2,427.03	24,350.00	29,727.10	-5,377.10	-2,950.07 (-6%)

Summary

NET TOTAL	20,000.00	22,427.03	2,427.03	24,350.00	29,727.10	-5,377.10	-2,950.07 (-6%)
V.A.T.					5,571.53		
GROSS TOTAL		22,427.03			35,298.63		

Banwell Parish Council
Summary of Receipts and Payments

6 June 2023 (2023-2024)

Cost Centre 20

Recreation Ground

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
601	Rec Grass Cutting				2,250.00	329.25	1,920.75	1,920.75 (85%)
602	Rec Maintenance				2,000.00	845.00	1,155.00	1,155.00 (57%)
603	Rec Tree & Fence Work				300.00		300.00	300.00 (100%)
604	Rec Inspections				400.00	67.00	333.00	333.00 (83%)
605	Rec Play Equipment & Benches				2,512.80		2,512.80	2,512.80 (100%)
SUB TOTAL					7,462.80	1,241.25	6,221.55	6,221.55 (83%)

Summary

NET TOTAL				7,462.80	1,241.25	6,221.55	6,221.55 (83%)
V.A.T.					182.40		
GROSS TOTAL					1,423.65		