

# Peasedown St John Recreation and Children's Playground Charities

## Trustee: Peasedown St John Parish Council

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### **Minutes of a Meeting of the Charity Trustee for the Peasedown St John Recreation and Children's Playground Charities held at Beacon Hall, Peasedown St John on Tuesday 8<sup>th</sup> August 2023 at 7.00pm**

#### **Present:**

#### **Councillors:**

Gill Auld; Mandy Clarke; Richard Clarke; Howard Hartley; Gavin Heathcote; Simon Kidd; Andrew Larcombe; Ray Love; John Ogilvie-Davidson; Jonathan Rich (Chair); Kathy Thomas.

#### **In attendance:**

Tanya West – Parish Clerk & RFO

#### **Public**

There were no members of the public present.

#### **CT016 – 08/08/2023 Attendance Roll Call and Apologies for Absence**

The attendance roll call was undertaken (those present are detailed above). Apologies for absence had been received from Cllr Jo Davis due to being away and Cllr Conor Ogilvie-Davidson due to work commitments. These apologies were duly noted. Cllrs Fiona Carr; Audrey Gillard-Sprake; Les Sprake; Daniel Walker were all absent without apology.

#### **CT017 – 08/08/2023 Minutes**

- i. The minutes of the Charity Trustee meeting held on 25<sup>th</sup> July 2023 had not been circulated in the pre-reading. It was therefore agreed their approval should be deferred to the next meeting.
- ii. The Clerk to update the Actions Register on Planner of any actions agreed at this meeting.

#### **CT018 – 08/08/2023 Asset Register & Insurance**

The Asset Register of the Peasedown St John Recreation and Children's Playground Charities was discussed. Cllr Thomas advised that she had received a printed copy of the Recreation Ground asset register, but the wording was too small to be easily read and so was deemed unusable. The Clerk had subsequently supplied an electronic version, but not in sufficient time for her to undertake the checks before the meeting. Furthermore, Cllr Thomas informed that the list should be amended so it recorded something of the condition of the equipment, rather than just confirming it is in situ. Cllr Thomas to work with the Clerk to amend the form accordingly. Once completed and checks undertaken, the updated asset register will to be brought back to the next meeting for sign-off.

#### **CT019 – 08/08/2023 Finances & Maintenance**

The Clerk explained that she had been unable to provide an up-to-date report on the Trusts finances as she had unfortunately been unable to obtain an accurate bank statement due to the account being frozen. Apparently, this had happened due to discrepancies between the councillors listed on the Parish Council's website and the councillors listed on the bank mandate. The website had been updated since the election in May, however, the bank mandate had not, and so due to the anomalies the bank had frozen the account. The local branch had confirmed it would take some time for the restriction to be lifted as this cannot be done in branch but is actioned by an off-site department. Consequently, it was agreed that alternative banks should be investigated ensuring that they can provide periodic statements and online banking.

It was **resolved** to delegate to the Parish Council's Finance & Amenities Committee to investigate into alternative banking options, to close the bank account with NatWest Bank and to set up a new bank account and mandate in line with the same set up as the Parish Council's online banking. The Chair and Vice-Chair of the Parish Council's Finance & Amenities Committee, in association with the Clerk, to undertake this investigation work and to report back to the Finance & Amenities Committee and Trustee in due course.

A further meeting would need to be held once these issues have been resolved.

**CT020 – 08/08/2023                      Date & Time of Next Meeting & Future Agenda Items**

The date of the next Trustees meeting for the Peasedown St John Recreation and Children's Playground Charities is to be determined. Any items for future discussion should be raised to the Clerk.

The meeting closed at 7.18pm

Signed.....

Date.....

DRAFT