

# 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 27<sup>th</sup> February 2024 at 6.30pm

#### Present:

#### Councillors:

Mandy Clarke; Richard Clarke; Jo Davis; Audrey Gillard-Sprake; Howard Hartley; Andrew Larcombe;  
Jonathan Rich (Chair); Les Sprake; Kathy Thomas.

#### In attendance:

Tanya West – Parish Clerk & RFO

#### Public

There were no members of the public present.

#### **CT021 – 27/02/2024 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 Gill Auld. This apology was duly noted.  
Cllrs Fiona Carr; Gavin Heathcote; Simon Kidd; Ray Love; Conor Ogilvie-Davidson; John Ogilvie-  
Davidson; Daniel Walker were all absent without apology.

#### **CT022 – 27/02/2024 Minutes**

- i. The minutes of the Charity Trustee meeting held on 25<sup>th</sup> July 2023 had been circulated in advance of the meeting; it was **resolved** that they be accepted as a true and correct record of that meeting and were signed by the Chair accordingly.
- ii. The minutes of the Charity Trustee meeting held on 8<sup>th</sup> August 2023 had been circulated in advance of the meeting; it was **resolved** that they be accepted as a true and correct record of that meeting and were signed by the Chair accordingly.
- iii. The Clerk advised she was in the process of updating the Actions Register, however, all outstanding items are either included on this agenda or with Full Council/Finance & Amenities Committee for monitoring.

#### **CT023 – 27/02/2024 Hire of Recreation Field**

The Trustee considered a request from the fun fair as to whether they will be permitted to hire the Recreation Ground during the summer of 2024.  
It was **resolved** not to permit the funfair or the circus to visit this year, due to the reasons as specified previously by the Parish Council/Trustee of concerns about lasting damage caused by their heavy machinery and equipment, considering the money spent on the Recreation Ground new pathways and parking area (Parish Council meeting minute C149 – 28/02/2023 and Trustee meeting minute CT006 – 25/07/2023 refers).  
It was further agreed that the hire should continue to be reviewed on a year-by-year basis.

#### **CT024 – 27/02/2024 Metal Miner Figure**

It was **resolved** to ratify the proposals and decisions put forward by Peasedown St John Parish Council to install a metal miner figure, as funded by the Somerset Miners Welfare Trust, to be installed at the entrance to the Recreation Ground and for it to be dedicated to the late Francis Hillier, MBE (Full Council minutes C075 – 21/11/2023 and C099-30/01/2024 refer).

**6.34pm – Cllrs Mandy Clarke and Richard Clarke arrived at the meeting.**

**CT025 – 27/02/2024                      Asset Register & Insurance**

Councillors reviewed the Asset Register of the Peasedown St John Recreation and Children’s Playground Charities. Cllr Kathy Thomas explained the new look document which now details the condition of the asset based on a five-point scale along with any comments she and Cllr Auld felt were appropriate. Any works requiring action to the assets will be logged and actioned by the Caretakers or contractors in due course. Cllr Thomas also reported that some cracks have started to appear on the new tarmac pathway that is located opposite the canteen. The Clerk to contact the contractor to arrange inspection and any resultant action.

It was **resolved** to accept the Asset Register of the Peasedown St John Recreation and Children’s Playground Charities as verified by Cllrs Auld and Thomas during August 2023 and as circulated in the pre-reading.

It was acknowledged that appropriate insurance cover continued to be in place.

Whilst undertaking other works, it had been noted that the Recreation Ground Land Registry documents were still recorded at the home address of a previous Parish Clerk. It was considered this should be updated with the correct details as soon as possible.

It was **resolved** to instruct the Parish Clerk to undertake action required to ensure the Land Registry documents for the Recreation Ground have the registered owner listed as Peasedown St John Parish Council (as the Trustee) at Beacon Hall, French Close, Peasedown St John, BA2 8SN (Land Registry title numbers ST132058 and ST132059 refer).

**CT026 – 27/02/2024                      Finances & Maintenance**

Following discussions at the last two meetings it had been agreed to close the Nat West Bank account and to create a current account with a new bank in order to obtain online access (minute CT019 – 08/08/2023 refers). It was reported that this had now been actioned and a new account for the Charity Trust finances had been set up with Unity Trust Bank and the monies from the Nat West Bank account had been transferred, and that account subsequently closed. Some councillors have set up their online access, others are still to complete.

The Recreation Ground Charities have their own separate bank account into which the income generated from the Recreation Ground is paid. The maintenance costs relating to the Recreation Ground are generally paid from the Parish Council current account and it was reported that the Parish Council’s operational expenditure on the Recreation Ground for the 2022/23 financial year was £15,869.97. In previous years, it had been decided to donate some of the income to the Parish Council, so this year, it was again considered.

It was **resolved** to donate £2,500 from the balance of the bank account to the Parish Council.

Cllr Andy Larcombe explained how he felt the Recreation Ground operations would best sit within the proposed new Parish Council committee structure due to take effect from Many 2024. He felt the Finance & Governance Committee would undertake the reconciliation side of the Charity Trust accounts and monitor that the User Agreements are being adhered to, whereas the wording of the User Agreements would be established and set up by the Facilities Committee. This proposal to be brought to Council and the Trustee for approval in due course.

**CT027 – 27/02/2024                      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 6.46pm

Signed.....

Date.....