

**MINUTES OF ST CUTHBERT (OUT) PARISH COUNCIL  
AS TRUSTEE FOR DULCOTE RECREATION GROUND  
HELD IN DINDER VILLAGE HALL, DINDER, BA5 3PF  
ON MONDAY 4TH FEBRUARY 2019, 7PM**

**Present:** Cllrs E Danson; M Gilson; T Mallinson; M Mitchell; J Reeves; J Walker; J Zorab.

**In Attendance:** Ms Michele Exton (Administrator / Parish Clerk).

**1. Apologies for Absence**

Apologies from Cllrs M Gaunt; M Hayden; J Henderson.

**2. Exclusion of the Public from item 8**

**Resolved:** To exclude the Public from item 8 for reasons of commercial sensitivity.

**3. Approval and Actions of Minutes 29<sup>th</sup> August 2018**

**Resolved:** To confirm and sign as correct record the minutes of the Board of Trustees held on 29<sup>th</sup> August 2018.

**The Clerk reported on the following actions from the Minutes 29<sup>th</sup> August 2018**

Item 4 Action – Terms of Reference – covered under Administration item 4.

Item 4 Action – The Administrator has read through NALC and Charity Commission guidance and is satisfied that the Trust are managing the charity's money correctly.

Item 6 Action – Maintenance – covered under Maintenance item 8.

Item 7 Action – The Council's insurance company has informed the Administrator that if the charity expanded to include non-Cllrs in decision making management of the amenity, the Trust would have to have a separate insurance policy. If there were no events held on the play area and the play area equipment was valued at £27,000, the premium would be in the region of £350 per annum.

**4. Administration**

The meeting considered whether there should be a separate Terms of Reference document to the Constitution. It was agreed that this was not necessary as the Constitution includes Terms of Reference. The meeting also agreed that as the Trust has already appointed an Administrator, they did not consider it necessary to appoint a Treasurer. A composite document has been created for the charity which includes information about the charity, the annual Receipts and Payments Accounts and the Trustees Annual Report.

**Resolved:** Not to create a separate Terms of Reference document.

**Resolved:** Not to appoint a Treasurer.

**5. Approval of Accounts 2017 and 2018**

The bank statements and Receipts and Payments Accounts 2017 and 2018 were presented for scrutiny and approval.

**Resolved:** To approve the Receipts and Payments Accounts 2017.

**Resolved:** To approve the Receipts and Payments Accounts 2018.

## **6. Approval of Trustees' Annual Report**

The Trustees' Annual Report was presented for approval.

**Resolved:** To approve the Trustees' Annual Report 2018.

## **7. Public Event**

The Trust would like to encourage village participation and discussed holding a public fun event that fostered, encouraged and provided healthy recreation at the recreation ground in the summer. They would hope that such an event would encourage additional village participation activities. The Trustees agreed that the Parish Council would be asked to manage and pay for the maintenance of the recreation ground and that the Trustees would administer the Trust funds for use of the village in a suitable social event.

## **8. Maintenance**

The roadside bars / pedestrian railings at the bottom of the steps, even though in need of a repair, are serving their purpose, ie to prevent someone from running down the steps and onto the road. A gate at the bottom of the steps is therefore not necessary at the moment. The Administrator had received a response from Somerset County Council that they had inspected the railings and were instructing their contractors to see if the railings could be repaired. The Administrator is to find out the timeline for these repairs. County also inspected the condition of the roadside verge but found it stable and not unduly muddy and suggested that if it deteriorates significantly, they would arrange a further inspection. The 2016 tree survey was discussed.

**Resolved:** To apply to St Cuthbert (Out) Parish Council for the services of all maintenance to the play area.

## **9. Date and Venue of Next Meeting**

TBA