

MINUTES OF ST CUTHBERT (OUT) PARISH COUNCIL AS TRUSTEE FOR DULCOTE RECREATION GROUND HELD REMOTELY ON MONDAY 24TH AUGUST 2020, 7PM

Present: Cllrs J Baker; M Cooke; E Danson; P Foster; T Hathway; M Hayden; J Henderson; I Humphreys; T Mallinson; M Mitchell; J Reeves; J Walker.

In Attendance: Ms Michele Exton (Administrator / Parish Clerk); Mrs Lisa Pool (Deputy Parish Clerk).

1. Apologies for Absence

Apologies from Cllrs P Cannon; D Newington.

Resolved: To approve the reasons given for Members absence.

2. Declarations of Interest

The Clerk reminded Trustees that as they are also the Parish Councillors, any decisions they make at Board of Trustees' meetings, must be made in the best interests of the charity and not the Council. All Trustees declared a PERSONAL interest as Parish Councillors.

3. Exclusion of the Public from Item 6

Resolved: To exclude the Public from item 6 for reasons of commercial sensitivity.

4. Approval and Actions of Minutes 2nd September 2019

The Clerk reported on the following actions from the minutes 2nd September 2019:

Item 4 – The Trust's details have been updated on the Charity Commission's website and the Charity Commission's annual return for 2018 has been submitted.

Resolved: To confirm and sign as correct record the minutes of the Board of Trustees held on 2nd September 2019.

5. Administration and Approval of Accounts 2019

The Clerk reported that the Charity Commission's annual return for 2019 had been completed and submitted and confirmed that the Trust's details on the Charity Commission's website were up to date. The Trust's bank statements were presented. The Charity Commission's Receipts & Payments Accounts and Statement of Assets and Liabilities for 2019 and the Trustee's Annual Report for 2019 were presented for approval.

Resolved: To approve the Charity Commission's Receipts and Payments Accounts and Statement of Assets and Liabilities for 2019.

Resolved: To approve the Trustees Annual Report for 2019.

6. Maintenance

The Deputy Clerk had provided a written report on play equipment maintenance, the tree survey and tree works. Bristol water acted very quickly to repair the water stop tap cover that had been identified as a trip hazard in the 2019 annual play area inspection. The play area had closed on 1st April 2020 due to Covid-19 and had reopened on the weekend of 24th July 2020. The Trustees discussed promoting healthy recreation and agreed that a local fitness instructor should be contacted to let them know that the top part of the recreation ground is available for classes subject to proof of their own risk assessment(s) and public liability insurance. Cllr Humphreys is to investigate the installation of a drinking fountain. Registry of the land is to be investigated.

Resolved: To ask St Cuthbert (Out) Parish Council to confirm that the Council is responsible for all tree maintenance.

7. Date and Venue of Next Meeting

Monday 1st February 2021 – venue to be advised.

DRAFT