

**NEWENT RECREATION GROUND TRUST****(Charity Number 301585)**

Minutes of the Newent Recreation Ground Trust meeting on:

**Thursday 23<sup>rd</sup> February 2023****Meeting Start 2.30pm**

Held at **Newent Town Council Offices, Rear annexe, Newent Community Centre, Ross Road, Newent, GL18 1BD**

Present: Mr R Beard (Chairman), Ms C Stone, Gill Moseley, Mrs C Howley and Mrs M Duffield

Also Present: The Secretary

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**1. To elect a Chairman for the meeting**

Mr R Beard was unanimously elected to Chair the meeting.

**2. To accept apologies for absence**

Apologies were accepted for Mrs J Gooch, Mrs S Marcovecchio, Mrs R Wadley and Mrs K Draper.

**3. Declarations of Interest on items on the agenda**

Mr R Beard declared a pecuniary interest in Item 6: Contract for building of the recreation pavilion.

**4. To approve Minutes of the meeting held on Tuesday 24<sup>th</sup> January 2023**

The Trustees resolved by a unanimous decision that the Minutes were a true and accurate summary of the meeting and were duly signed by the Chairman.

**5. Revised licence agreement for users of community building.**

The Trustees discussed the licence agreement that has been in place between Newent Town Council and the Newent Rugby Football Club.

The Trustees identified that the licence should now be between Newent Recreation Ground Trust and Newent Rugby Football Club.

Discussion also occurred regarding having in place a generic Hire/Lease Form for the members of the community who would like to hire the facilities from the Trust.

A Trustee commented that the council's solicitor would be able to assist with the amending of the contract, so that the Trust is the named organisation with Newent Rugby Football Club and not the council.

The Secretary commented that the Trust has limited funds and there is a cost.

A Trustee commented that the Trust could seek to apply for a Grant from the council.

It was also commented that Newent Rugby Football Club are providing financial support as follows:

- Grant of £40,000, to be repaid by the Trust at £4,000 per year for 10 years. To contribute towards the build costs.
- Gift of £20,000, once the Trust and Newent Rugby Football Club licences are in place.

### **5.1 Proposal**

Davies & Partners Solicitors to undertake a revised agreement, to be provided to the Trustees for amendment and signature.

The Trustees by a unanimous decision resolved that Davies & Partners Solicitors are to undertake a revised agreement, to be provided to the Trustees for amendment and signature.

Following the agreed proposal, it was commented by a Trustee that it would be helpful for any paperwork to be returned from Davies and Partners by 6<sup>th</sup> March, to enable a Trust Meeting to be held, possibly on Monday 13<sup>th</sup> March 2023, 6.30pm at Newent Community School.

Mr Beard left the meeting.

Mrs C Howley was unanimously elected to Chair the meeting.

## **6. Contract for building of the recreation pavilion.**

Building contractors were discussed, alongside the quotes that were received for the pavilion project.

A Trustee commented that it would be appropriate to find out further information on the company that the Trustees are contracting with for the work.

This includes:

- Reviewing their work on Companies House.
- Reviewing the work that they have undertaken for other companies.
- References/recommendations of previous work/previous projects.

### **6.1 Proposal**

To contract with Evergreen for the building of the pavilion.

The Trustees resolved by a unanimous decision to contract with Evergreen, subject to satisfactory references from two previous customers/clients, for the building of the pavilion.

### **6.2 Proposal**

Upon receipt of the references regarding Evergreen from Calford Seaden, the Secretary can review and determine whether they are satisfactory.

The Trustees resolved by a unanimous decision that upon receipt of the references regarding Evergreen from Calford Seaden, the Secretary can review and determine whether they are satisfactory.

The Secretary commented that he would be guided by Calford Seaden's Project Manager on the matter.

Mr Beard returned to the meeting.

Mr Beard resumed chairing the meeting.

## **7. Secretary Role for Covering Future Trust Meetings.**

Discussions occurred regarding the role of Secretary.

Clare Stone offered to be Secretary, until the position is filled.

### **7.1 Proposal**

The Trustees resolved by a unanimous decision that Ms Clare Stone undertakes the Secretary role for covering future Trust meetings.

Assistance regarding financial support was discussed.

Mrs C Howley offered to provide financial assistance support

### **7.2 Proposal**

The Trustees resolved by a unanimous decision that Mrs C Howley undertakes the Financial Assistant role on behalf of the Trust.

## **8. Finance Payment to Council – End of Year 2023.**

The Secretary commented that the Trust usually pays the council funds at the end of each financial year for the work the council undertakes for the upkeep of the Recreation Ground site.

### **8.1 Proposal**

For £1665.92 from the Trust account be transferred to Newent Town Council for the work that has been undertaken in the financial year of 2022/23, by 31<sup>st</sup> March 2023.

The Trustees resolved by a unanimous decision for £1665.92 from the Trust account be transferred to Newent Town Council for the work that has been undertaken in the financial year of 2022/23, by 31<sup>st</sup> March 2023.

### **9. Any other urgent business**

- A. A Trustee commented that an Annual General Meeting will need to be organised within the year.
- B. The Secretary commented on correspondence he had received from the Chair of Newent Initiative Trust sent on behalf of The Board of Trustees on 05.02.23 and the response sent by the Secretary on behalf of the Recreation Ground Trust, dated 07.02.23.

In summary there was an inaccurate Minute in the Recreation Ground Trust meeting, dated Tuesday 18<sup>th</sup> October 2022, in relation to the pavilion usage.

The Chair of Newent Initiative Trust identified that the Newent Initiative Trust had not made a statement regarding using the pavilion and as such the Minute was inaccurate.

The Secretary has written to The Chair of the Newent Initiative Trust and apologised for any confusion that this may have caused.

**The Chairman closed the meeting at 4.16pm**