

## Recreation Ground Trust Secretary's Report 2 May 2023

Following the last meeting, wrote to the Rugby club reminding them to remove the pitch barriers, Barriers have been removed.

Received and approved a request from the Rugby club to use the pitch for an additional game.

Received a request from NIT/Create Gloucestershire to use the field for parking during the coronation event. In consultation with the foreman, agreed parking on the upper area of the field (the first team pitch is very soft/wet and parking there seemed likely to cause damage) pending sight of appropriate public liability insurance.

Following last meeting consulted with the NTC clerk re the best way forward for retaining input into Trust matters for outgoing councillors and broadening community participation in the Trust.

Roy is involved in a very similar situation with Painswick Parish Council and Recreation Ground.

Roy advised leaving membership of the board of Trustees as is and instead setting up a working group which would comprise Trustees and other members of the community.

Working within terms of reference and delegated authority set out by trustees, this group could effectively progress and manage the community build project.

**Bank Account.** As requested at the last meeting, consulted with the NTC clerk re the Trust bank account and means of paying contractor invoices which will start to become due in early June. Roy has asked Irena (RFO) to make this her next task after resolving signatory issues on the NTC bank account. As of Friday Irena reported that the NTC bank account issues were resolved and she was confident that the Trusts account would be functional by the end of May.

**Rugby Club License Agreement.** The rugby club will require a new licence, giving them access to the community building as well as the pitches and changing rooms. Signing of this agreement was to be a precondition of the transfer of the loan funds.

However a difficulty emerged in that the community building does not exist yet, therefore issuing a licence to use dated today is nonsensical, whilst issuing a future-dated licence offers the rugby club no current legal protection.

Having taken advice and consulted with the Rugby Club a simple loan agreement has been drawn up and the club are happy to release funds once this is signed, and leave the issuing of the licence agreement until the community building is ready for occupation.

A copy of the draft agreement is attached.

**VAT 708 Certificate.** Now that contracts are signed with the builder we need to issue a VAT 708 certificate in line with the advice received from the Parkinson Partnership, to secure VAT exemption.

A copy of the standard form HMRC certificate is attached for your information.

### **Finance**

Please see the updated budget summary attached. This is likely to continue to change as building work progresses.

### **Cashflow**

We will be required to pay invoices monthly in arrears for the building work as it progresses. Whilst the S106 monies will cover the bulk of the costs they take at least 8 weeks to come through so will not be available to cover the first month invoice.

NTC must apply to FoDDC for these funds and RFO Irena is aware of the urgency and has the matter in hand.

The loan and gift from Newent RFC can be transferred to our account immediately after the loan agreement is signed.

### **Budget Shortfall.**

The updated budget estimates received from Calford Seadon on Friday show a potential shortfall of £19,603.56.

The shortfall may be slightly overstated:

1. It includes the "worst case scenario" amount for the lamppost and dropped kerb issue we were made aware of at our last meeting.
2. It includes an amount for trees, which are actually being donated by Rotary.

This figure is an estimate and as such likely to change during the build but it does highlight the need for ongoing fundraising.

As discussed in the last meeting the following potential additional funds are currently under discussion.

- Donation from MKM
- Donation from Avara
- Grant from Councillor Moseley's Highways Local fund.
- Further funding from Newent RFC.