

**Minutes of Westhall Parish Council
as Trustees of Recreation Ground Charity
Monday 8th July 2024 at 9.15 pm (following Parish Council Meeting)
in Westhall Village Hall**

Trustees in Attendance: Mr S Darch, Mr C Baker, Mrs M Rogers, Mr J Lickman,
Mr T Betts and Mrs A Donnachie (Clerk)

Members of the Public: 0

- 1 **Apologies and approval of absences:** Mr P Langford
- 2 **To receive declarations of pecuniary, non-pecuniary interests and consider requests for dispensations:** None
- 3 **Resolution that minutes of the Trustees Meeting on 13th May 2024 are a true and correct record:** Unanimously agreed. *Action: Clerk to upload to noticeboard and website.*
- 4 **Report on progress of actions from last meeting (s):** Works planned to clear ditches at the Locks Road allotment site has been completed. Further works to be carried out to install a drain to clear water accumulating on the Locks Road allotments. *Action: Shaun Darch to seek quotes for approval at a future meeting.*
- 5 **Financial Accounts of the Recreation Grounds Charity**
 - 5a **Bank Reconciliation:** Balance on account as at 29th March 2024 was £1,038.66. Receipts totalled £24.99 and payments £172.56 being hire charges for digger equipment to carry out ditch work at Locks Road allotment site. Balance on account as at 28th June 2024 was £890.19. Bank reconciliation checked against statements and signed by S. Darch.
 - 5b **Westhall Parish Council Internal Audit Recommendation:** The Internal Auditor's report stated that as sole trustee of a charity that the council change the Charity name and register the Westhall Parish Council as the sole Trustee with the Charity Commission. *Action: Clerk to make changes.*
- 6 **Allotments**
 - 5a **Vacancies:** 1 half plot at Locks Road site. The 5 half plots at Cox Common site have now been taken. *Action: Clerk to continue to advertise vacancy.*
 - 6b Grass cutting on Locks Road Allotment site currently provided by a volunteer: It was agreed that the Parish Council will reimburse them for any fuel used. *Action: Shaun Darch*
- 7 **Any Other Business:**

Request from resident to hold a wedding venue on the Recreation Ground in June 2026. The Trustees had no objection in principal to allowing this but under certain conditions:
That the event runs no later than 11 pm
All activities be confined to the marque so that noise be kept to a minimum;
That the hirer should arrange their own appropriate insurance to cover the event.
- 8 **Date for next meeting:** 16th September 2024 following Parish Council Meeting.

The meeting closed at 9.30 pm