

**Minutes Westhall Parish Council
as Sole Trustees of Recreation Ground Charity
Monday 12th May 2025 at 8.45 pm
in Westhall Village Hall**

Trustees in Attendance: Cllr S Darch, Cllr P Langford, Cllr C Baker, Cllr M Rogers,
Cllr T Betts, Cllr Milbank and Mrs A Donnachie (Clerk)

- 1 **Apologies and acceptance of absences:** Cllr L McTaggart
- 2 **Receive declarations of pecuniary, non-pecuniary interests and consider requests for dispensations:** Cllr Darch – Item 5 & 8b
- 3 **Resolution that minutes of the Trustees Meeting on 10th March 2025 are a true and correct record:** Acceptance unanimously agreed. *Action: Clerk to upload to noticeboard and website.*
- 4 **Report on progress of actions from last meeting** Installation of a drain to clear water accumulating on the Locks Road allotments. Ongoing. *Action: Cllr Darch*
- 5 **Allotments:** Vacancies currently 1 half plot at Locks Road site and 5 half plots at Cox Common *Action: Clerk to continue to advertise vacancies.*
Spring Allotment Inspection May 2025: Cllr Rogers carried out this inspection on behalf of the Trustees. Overall, the majority of holders have taken advantage of the dry spell and prepared and planted plots, grass has been cut and hedges are tidy. Empty plots at Cox Common are overgrown and surface uneven. The Trustees thanked Cllr Rogers for her efforts.
- 6 & 7 **Pleasure Grounds & Car Park:** Plans to increase the car park capacity still under discussion. Cost of laying tarmac on the car park surface proved too expensive and also would not increase the amount of car park spaces. Consideration being given to creating parking along the hedgerow behind the pleasure grounds though drainage improvements would need to be carried out in the first instance. Cllr Betts will seek quotes for this work and discuss again at our next meeting. Cllr Darch will liaise with the Westhall Community Council on ditch clearance work. Work on improving the drainage at the Locks Road Allotment site could be carried out whilst we have the heavy machinery on site.

Public meeting to be held with The Racehorse Community Pub and the Community Council on Saturday 10th May 2025 at 2pm in the Racehorse Pub or weather permitting, the recreation ground.
- 8a **Bank Reconciliation:** Balance on account as at 28/02/25 was £707.86. Receipts totalled £17.44 and Payments £0.00. Balance on account as at 29/04/25 was £725.30. Bank reconciliation checked against statements and signed by Cllr Langford. There were no payments for approval. *Action: Clerk to post reconciliation on website and noticeboard.*
- 8b **Financial Accounts of the Recreation Grounds Charity:** 2024/25 Annual Accounts presented to the Trustees prior to submission to the Charity Commission. Account balance as at 01/04/24 was £1,038.66 and balance as at 31st March 2025 was £725.30. Receipts totalled £231.20 from allotment rent, bank interest and donations to the car park. Payments totalled £544.56 for grass cutting and other maintenance of the Pleasure Ground. All accounts checked and approved by Trustees and signed by Cllr Langford. *Action: Clerk to publish accounts on website and submit year end accounts to the Charity Commission*
- 9 **Any Other Business:** None.
- 10 **Next meeting Monday 14th July 2025 following Westhall Parish Council Meeting.**

Meeting closed at 9.15 pm