

**Minutes Westhall Parish Council  
as Sole Trustees of Recreation Ground Charity  
Monday 14<sup>th</sup> July 2025 at 8.45 pm  
in Westhall Village Hall**

**Trustees in Attendance:** Cllr S Darch, Cllr P Langford, Cllr M Rogers, Cllr McTaggart,  
and Mrs A Donnachie (Clerk)

- 1 **Apologies and acceptance of absences:** Cllrs Betts & Milbank
- 2 **Receive declarations of pecuniary, non-pecuniary interests and consider requests for dispensations:** Cllr Darch – Item 5
- 3 **Resolution that minutes of the Trustees Meeting on 12th May 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 **Pleasure Grounds:**  
**Proposal & Plans for Pétanque Terrain on Pleasure Grounds:** By unanimous agreement of the Parish Council, this item was moved to the start of the Westhall Parish Council meeting. A trustee from the Racehorse Community Pub submitted plans for the above installation and answered questions from the Parish Council. It was agreed that as this will be a permanent structure the Racehorse Community Pub would be responsible for all maintenance in the future. To allow for grass cutting works on the Recreation Ground, the structure should be flush to the ground to allow grass cutting up to the edges. Acceptance was proposed by Cllr Langford, seconded by Cllr McTaggart with all in favour.
- 6 **Allotments:** Vacancies currently 1 half plot at Locks Road site and 5 half plots at Cox Common. It is noted that several plots at Cox Common are very overgrown. The plot holder of half these plots will be contacted by the Clerk. In the meantime, the vacant plots to be mown and made ready for any new plot holders. *Action: Clerk to contact plot holder.*
- 7 **Car Park:** Pending quotes from Cllr Betts regarding resurfacing works. *Action: Agenda for September meeting.*
- 8 **Financial Report by RFO:** Bank Reconciliation - Balance on account as at 29/03/25 was £725.30. Receipts totalled £531.01 being donation from Westhall Parish Council of £500, bank interest of £2.41 and car park donation from Waveney Ramblers of £28.60. Payments £0.00. Balance on account as at 27/06/25 was £1,256.31. Bank reconciliation checked against statements and signed by Cllr Langford. There were no payments for approval. The annual accounts have been submitted to the Charity Commission. *Action: Clerk to post reconciliation on website and noticeboard.*
- 9 **Any Other Business:** None.
- 10 **Next meeting Monday 8<sup>th</sup> September 2025 following Westhall Parish Council Meeting.**

Meeting closed at 9.15 pm