

**Minutes Westhall Parish Council
as Sole Trustees of Recreation Ground Charity
Trustees Meeting
Monday 12th January 2026 at 7.30 pm
in Westhall Village Hall**

- 1 **Trustees in attendance:** Cllr S Darch, Cllr P Langford, Cllr M Rogers, Cllr McTaggart, Cllr T Betts, Cllr E Self and Mrs A Donnachie (Clerk).
- 2 **Receive declarations of pecuniary, non-pecuniary interests and consider requests for dispensations:** Cllr Darch – Item 8.
- 3 **Resolution that minutes of the Trustees Meeting on 10th November 2025 are a true and correct record:** Acceptance proposed by Cllr Betts and seconded by Cllr Rogers with all in favour.
- 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:** Cllr Darch reported that hedge cutting had been carried out. Work has started on installation of the Pétanque Piste area.
- 6 **Allotments**
- 6a **Vacancies:** Cox Common Site - 5 full plots vacant. Locks Road Site - 2 full plots and 1 half plot vacant. Agreement to widen our offer of plots to Halesworth and surrounding villages. **Action: Clerk to continue to advertise vacant plots.**
- 7 **Car Park:** Pending quotes from Cllr Betts regarding resurfacing works. Carpark liability disclaimer signage received. **Action: Cllr Darch will contact Westhall Community Council re siting of signage on the Village Hall wall.**
- 8 **Financial Report by RFO:** Bank Reconciliation - Balance on account as at 30/10/25 was £1,373.33, Receipts totalled £86.46 and Payments £0.00. Balance on account as at 29/12/25 was £1,459.79. Bank reconciliation checked against statements, approved by Cllr Betts and seconded by Langford with all in favour. Payments in the sum of £325 to Cottage Garden Services for 2025 grounds maintenance and £62.50 to Essex Engraving for Car Park Signage were approved by all. **Action: Clerk to post reconciliation on our website and make payments to suppliers.**
- 9 **Correspondence Received:** None
- 10 **Any Other Business:** None`
- 11 **Next meeting Monday 9th March 2026 (Following Westhall Parish Council Meeting)**

Meeting closed at 9 pm