

**Minutes Westhall Parish Council
as Sole Trustees of Recreation Ground Charity
Trustees Meeting
Monday 11th May 2026 at 8.30 pm
Following Westhall Parish Council AGM
in Westhall Village Hall**

- 1 **Trustees in attendance:** Cllr S Darch, Cllr P Langford, Cllr M Rogers, Cllr L 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 and Cllr E Self – Item 6.
- 3 **Resolution that minutes of the Trustees Meeting on 9th March 2026 are a true and correct record:** All in favour of acceptance.
- 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:** Two trees on the Recreation Ground have been felled. Cllr Darch will need help to clear the site. Cllr Darch had a meeting with the Tree Warden for Suffolk who advised us on the appropriate trees to replace those felled and offered to provide us with black poplar trees as a community asset for the village. **Action: Cllr Darch and Mr John Lickman**
- 6 **Allotments:**
 - a. **Vacancies - Cox Common Site** - 5 full plots vacant. Locks Road Site – 1 half plot and 2 full plots vacant. **Action: Clerk to continue to advertise vacant plots.**
 - b. **Allotment Inspections 6th May 2026:** Cllr Rogers carried out a comprehensive inspection and reported that most allotments are and tidy and well ahead of cultivation. Grass paths and hedges are cut and tidy. Full report received with thanks to Cllr Rogers from the Trustees.
- 7 **Car Park:** Carpark liability disclaimer signage: One post mounted sign waiting to be erected. **Action: Cllr Darch.** Quotes for resurfacing work ongoing. Action Cllr Betts
- 8 **Financial Report by RFO:**
 - a. Bank Reconciliation - Balance on account as at 28/02/26 was £1,099.29. Receipts totalled £11.46 with no payments required. Balance on account as at 29/04/26 being £1,110.75. Bank reconciliation checked against statements, approved with all in favour.
 - b. **Recreation Ground 2025-26 Annual Accounts** -The RFO presented the end of year accounts for approval by the Trustees prior to submitting these to the Charity Commission. Balance on account at 01/04/25 was £725.30. The annual Receipts totalled £772.95 and payments totalled £385.45. Balance on account at 31st March 2026 was £1,110.75. Accounts checked against statements, with all in favour of approval. **Action: RFO**
- 9 **Correspondence Received:** None
- 10 **Any Other Business:** None
- 11 **Next meeting Monday 13th July 2026** (Following Westhall Parish Council Meeting)

Meeting closed at 9 pm.