

**Minutes Westhall Parish Council
as Sole Trustees of Recreation Ground Charity
Trustees Meeting
Monday 13th July 2026 at 8.15 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, Cllr S Howlett 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 11th May 2026 are a true and correct record:** Acceptance proposed by Cllr Darch 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:**
 - a. Two trees on the Recreation Ground have been felled and await site clearance. **Action: Cllr Darch and Mr John Lickman.**
 - b. Hiring of Recreation Grounds for Events: To comply with our insurance requirements, the Clerk to post terms and conditions of hire and application form to be completed by the hirer. HSE (Health and Safety Executive) guidance on running an event safely will also be posted. All in favour. **Action: Clerk.**
- 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.**
- 7 **Car Park:**
 - a. Carpark liability disclaimer signage: One post mounted sign waiting to be erected. **Action: Cllr Darch**
 - b. Quotes for resurfacing work ongoing. **Action Cllr Betts**
 - c. Drainage: Discussions are ongoing with Westhall Community Council regarding works to improve ditch drainage.
- 8 **Financial Report by RFO:**
 - a. Bank Reconciliation - Balance on account as at 30/04/26 was £1,110.75. Receipts totalled £500 donation from Westhall Parish Council to cover maintenance costs for The Recreation Grounds Charity and £3.50 bank interest. Balance on account as at 29/06/26 being £1,614.25. Bank reconciliation checked against statements, approved with all in favour.
- 9 **Correspondence Received:** None
- 10 **Any Other Business:** None
- 11 **Next meeting Monday 14th September 2026 (Following Westhall Parish Council Meeting)**

Meeting closed at 8.40 pm.