



Kington Recreation Ground Trust

Charity No. 520963.

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**Minutes of a meeting of Kington Recreation Trust Meeting held on
Monday 4th November 2024 at The Old Police Station, Market Hall Street,
Kington.**

Present: Cllr. P. Sell - Chair
Cllr. E. Banks
Cllr. N. Cornish
Cllr. A. Dixon
Cllr. M. Fitton
Cllr. E. Rolls
Cllr. R. Widdowson
Cllr. M. Woolford

In attendance: Liz Kelso, Clerk
Ruth Robinson, Assistant Clerk

060/24 **Apologies, Declarations of Interest and Requests for Dispensation.**

Apologies were noted from Cllrs. R. Banks, B. Bishop, T. Bounds, and K. Greig,. There were no declarations of interest and no requests for dispensation.

061/24 Minutes

The minutes of the meeting held on 2nd September, which had been previously circulated, were accepted and the Chair was authorised to sign the minutes as a true record of proceedings at that meeting.

062/24 Clerk's Report

The Clerk's report, as attached to these minutes, was noted.

063/24 Acquisition of Crooked Well meadow

Solicitors acting on behalf of the Trust have not received any response to the request to Herefordshire Council regarding the alleged agreement by the Town Council to meet Herefordshire Council's legal costs in connection with the asset transfer. It was noted that Cllr. Terry James, as Ward Councillor, had agreed to arrange a meeting with Herefordshire Council's legal team to discuss this further although there has been no further information on this.

To avoid any further delays, it was resolved that the transfer should now be completed with costs funded by the Town Council on behalf of the Recreation Ground Trust. The Clerk outlined immediate actions required on completion to include obtaining costs for cutting the hedge, a tree safety survey, the establishment of a grass cutting contract, survey of the play equipment and any urgent works required from that survey and decisions on the day to day management of the site. It was further agreed that a working party consisting of Cllrs. E. Banks, A. Dixon, P. Sell and M. Woolford, together with the Clerk and Assistant Clerk be established to draft a Management Plan for the site.

063/24 Toilet Block Refurbishment

Members noted that following the agreement at the last meeting (minute reference KRG T 0050/24) to proceed with the replacement of the handwash units to be partially funded through a grant from Herefordshire Council, the contract has been placed and the contractor's engineer has visited the site. A site survey report has now been received although it is not entirely clear from the report what the customer responsibilities are as there seems to be an implication from the report that an asbestos survey and electrical report might be required to be arranged by the customer, both of which may jeopardize the final installation date. If the project is not completed and invoices paid by end December, the grant funding will fail. The contractor has been asked to clarify any such requirements and to confirm that the project will be completed by the due date.

064/24 **Annual Play Equipment Inspection**

The annual play equipment inspection report was noted with no matters identified for urgent work required. It was agreed that the report be passed to the Recreation Ground Management Group for further consideration and action planned where required.

065/24 **Management Group Walk Round Report**

A report from the Management Group on items raised during a recent walk around of the Recreation Ground was noted, along with items identified that have already been addressed or resolved. The assistant clerk was thanked for her prompt action in dealing with those items.

It was agreed that provision be made in the budget for the forthcoming year for the repainting of the play equipment and the black and white shelter.

066/24 **Exclusion of the public**

It was resolved that due to the confidential nature of the business of the next two agenda items that members of the public be excluded from the following two agenda items in accordance with provisions of the Public Bodies (Admission to Meetings) Act 1960(3).

067/24 **Land Registration Issues**

Members noted that the original documentation required by solicitors for the registration of the land are unavailable and confirmation has been received from the bank where the documents were lodged for safekeeping that they have not been able to locate them. Although some copy documents are available originals are required and it is possible that these do not accurately reflect the correct identity of the Trustee of the charity. To date, a request for support from a specialist legal firm is being pursued but without response.

068/24 **Recreation Ground Cottage**

Members noted a report from the Clerk on progress with the cottage refurbishment. At the last meeting it was agreed that an EPC and electrical report would be commissioned (minute reference 058/24). The electrical inspection has taken place although the report has not yet been received. The EPC work has been completed.

After due consideration, it was agreed that solicitors be instructed to issue the relevant notice in the New Year so that refurbishment work, as agreed at the last meeting, can start in the Spring.

069/24 **Next meeting and Items for next agenda.**

The date for the next meeting is to be confirmed but provisionally will take place on 8th January.
There were no other items raised for the agenda other than those identified above.

There being no further business, the meeting was declared closed.

KINGTON RECREATION GROUND TRUST

Meeting of the Recreation Ground Trust held on 4th November 2024

Agenda item 3 – Clerk’s report

This report identifies activities of the Clerk and assistant clerk since the last meeting other than those addressed elsewhere on the agenda and includes some items which are for information only.

1. Budgets

Budgets for 2025-6 are in the process of being drafted for consideration at a later meeting. Members are encouraged to pass on to the clerk any items that should be considered for inclusion in the budget for the Recreation Ground for the following financial year now but are reminded that inclusion in the budget is not a guarantee that any project or proposal will proceed in the future; it merely ensures that there is financial provision for that item to be considered in the forthcoming year.

2. Real Living Wage

In 2019 the Recreation Ground Trust resolved (minute reference 111/19) to pay staff at a minimum of the Real Living Wage. This is a figure calculated by the Living Wage Foundation and is based upon their calculation of the actual amount an individual needs to earn to live. The figure is reviewed annually in October/November and an hourly rate of £12.60 has been announced for 2024/5.

3. Employers National Insurance Contributions

Members will be aware that in the Autumn budget statement the Chancellor announced an increase in Employers National Insurance contributions from April 2025, coupled with a reduction in the point at which Employers National Insurance Contributions commence. The effect of this will be to increase staffing costs for the Recreation Ground Trust.