



Kington Recreation Ground Trust

Charity No. 520963.

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Minutes of the meeting of the Kington Recreation Ground Trust held at 6.00pm on Monday 5th February 2018 at the Old Police Station, Market Hall Street.

Present: Cllr. M. Fitton (Chair)
Cllr. E. Banks
Cllr. R. Banks
Cllr. J. Dennis
Cllr. F. Hawkins
Cllr. C. Forrester
Cllr. R. MacCurrach
Cllr. P. Prior
Cllr. E. Rolls
Cllr. R. Widdowson

Apologies: Cllr. T. Bounds
Cllr. I. Wood-Johnson

In attendance: Liz Kelso Clerk

012/18 **Apologies**

Apologies were noted from Councillor T. Bounds and Cllr. I. Wood-Johnson.

013/18 **Declarations of Interests and requests for dispensation**

There were no Declarations of Interest and no requests for dispensation.

014/18

Minutes of the meeting held on 8th January 2018

It was agreed that the Minutes of the meeting held on 8th January 2018 as previously circulated be signed by the Chairman as a true record of proceedings at that meeting.

015/18

Staff matters

It was agreed that this item be taken earlier in the meeting than had been indicated on the agenda.

In the interests of staff confidentiality and data protection, it was agreed that members of the public in attendance be excluded from this agenda item.

(a) Employment of the groundsman

It was agreed that the recommendation of the Town Council Personnel Committee to confirm the appointment of the groundsman be accepted. The groundsman was duly confirmed in post following successful completion of the 13 week probationary period.

(b) Training needs of staff and volunteers

It was agreed that the groundsman attends a strimmer and brushcutter course for a maximum of two days at a venue to be identified by the Clerk at a maximum budget cost of £530.00 to include travel, payments for additional hours worked and temporary cover for the groundsman whilst on the course.

It was further agreed to investigate further whether a volunteer should also be trained and whether such training might be externally funded for volunteers.

016/18

Clerk's Report

The Clerk's report, as attached to these minutes was noted. It was further agreed that the budget for the cooker hood for the cottage be increased by £100.00 in line with new information on required specification and equipment needed.

017/18

Financial Matters

(a) Funding bids

Cllr. Fitton provided an update on the progress of the funding bids, explaining that the Landfill bid was nearly complete and the Awards for All bid was not yet confirmed. Cllr. E. Banks and he had reviewed all the sites and would be putting forward detailed proposals for capital projects for all three sites at a later date. Cllr. Fitton is also following up the in kind support from Tarmac and confirmed that no work is likely to start during this financial year.

(b) **Recreation Ground Income**

It was agreed that a working party be formed from the Cllr. Fitton, Cllr. E. Banks and one other to look at current income sources, possible income from other activities that take place in the Recreation Ground and market conditions with a view to reporting back to a later meeting.

018/18 **Tree Work**

With reference to a resolution whereby the Town Council's preferred tree contractor be asked to provide a quote for the cutting back of trees to the edge of the Recreation Ground, the Clerk presented a quotation for this work which includes the preparation of paperwork for planning consent for work in this conservation area. It was agreed that the quotation be accepted. Cllr. Hawkins abstained from the vote.

019/18 **Health and Safety**

There were no matters to report under this agenda item although it was noted that a review of the Health and Safety policy and risk assessment for the Recreation Ground as a whole was now due.

020/18 **Update on Community Asset Transfers**

Cllr. Fitton provided an update on the progress of the Community Asset Transfer of public open space and confirmed that a meeting had now been agreed with Herefordshire Council to resolve outstanding issues with a view to progressing the transfers. In particular, the meeting was intended to resolve several issues such as:

- Ownership of the small triangle of land at Crooked Well excluded from the transfer and believed to be in private ownership but across which a public right of way exists which is access to the site for residents, and
- The potential access strip to the side of the Kingswood Estate public open space, currently excluded from the proposed transfer.

The format of public engagement activities for all proposed sites was also discussed and it was agreed to review the proposals identified two years ago on public engagement. A discussion at the Annual Town Meeting was also identified as a potential course of action.

Concern was expressed at the maintenance costs for the sites as previous work on this was now out of date and would need to be reviewed.

Finally it was noted that the transfer would include a small area of land at Morgans Orchard currently being maintained by local residents.

021/18 **Next Agenda**

It was agreed that the following items be discussed at the next meeting:

- Update on the Community Asset Transfers
- Maintenance proposals and costs for the areas to be transferred, including grass cutting
- Additional staffing requirements for these areas

022/18 **Next Meeting**

The next meeting of the Recreation Ground Trust will take place on Monday 5th March 2018 at the Old Police Station, Market Hall Street, commencing at 6.00pm.

There being no further business, the Chairman declared the meeting closed at 6.50pm.

Chairman

Date:

Appendix 1
KINGTON RECREATION GROUND TRUST
Meeting held 5th February 2018
Clerk's Report

This report identifies activities of the Clerk/Trust Administrator since the last meeting other than those addressed elsewhere on the agenda.

- **Financial Matters**

The Clerk has confirmed that the cheque received from DanTERS for hire of the Recreation Ground in May 2018 is an advance payment on rental.

The annual return to the Charities Commission was completed on 31st January

- **Recreation Ground Cottage**

A price for the supply and fitting of the cooker hood is awaited in accordance with delegated powers as agreed at the last meeting. The contractor who is to provide a quote hasn't been able to do so as yet but has agreed to expedite this.

- **Meeting with the Cricket Club**

This has not yet taken place.