



Kington Recreation Ground Trust

Charity No. 520963.

Old Police Station, Kington, Herefordshire HR5 3DP: Tel: 01544 239098

clerk@kingtontowncouncil.gov.uk

www.kingtontowncouncil.gov.uk

Members of Kington Town Council you are hereby summoned to a meeting of the Kington Recreation Ground Trust on Monday 10th January 2022 at 6.30 pm The Oxford Arms, Kington

AGENDA

1. To receive any Apologies, Declarations of Interest and requests for dispensation
2. To agree the Minutes of the Meeting of the Trust held on 6th December 2021
3. Clerk's Report
4. Outdoor Gym Equipment - Update
5. Financial matters
 - (a) To agree budget for 2022-2023
 - (b) To agree grant request from Kington Town Council for year to 31.3.2023
6. Items for the next agenda and date of next meeting

Issued by:
Liz Kelso
Trust Administrator
5.1.2022

KINGTON RECREATION GROUND TRUST INFORMATION ON MEETINGS

Kington Recreation Ground Trust are delighted to return to face to face meetings following the easing of Coronavirus restrictions. However, we must still ensure the health and safety of all those attending our meetings at a time when infection rates remain high.

1. You are requested to observe social distancing and the wearing of masks at all times – unless you have a medical exemption - when inside the meeting venue, including during the meeting. We acknowledge that this may make it difficult to hear and be heard during the meeting but your safety and the safety of everyone attending is paramount.
2. **If at all possible, please take a lateral flow test before attending a meeting and only attend if the result is negative**
3. Please use the sanitiser provided when entering the building. Please follow any directional signage to a vacant seat and do not move the chairs provided. Please do not walk around the room once seated and if you leave the room during or at the end of the meeting, please observe any one way system. Doors and windows will remain open during the meeting.
4. If you wish to refer to a copy of the agenda or meeting papers during the meeting please bring a copy with you as only limited supplies will be available. Do not share papers and take any papers home with you after the meeting.
5. Apologies, but we are currently unable to offer refreshments.
6. On entry you will be asked to give your name and details where you can be contacted over the next three weeks. Your details will be kept for track and trace purposes and may be handed over to the Public Health Department at Herefordshire Council if requested to do so. We will destroy your personal data if no such request is received after the 21 day period or as instructed by Herefordshire Council. By entering the meeting you will be deemed to have given permission for your personal data to be used for this purpose.
7. **Please do not attend this meeting if you or a member of your household has symptoms of Coronavirus such as a new continuous cough, fever or change to your sense of taste or smell or cold like symptoms, whether or not you have had a recent Coronavirus test.**
8. **Please observe any government guidelines regarding self isolation following a positive test for coronavirus or if you have been advised of a recent close contact with someone who has tested positive for Coronavirus**
9. Entry to the meeting room may be refused once the maximum capacity of the room has been reached.



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Minutes of a meeting of Kington Recreation Ground Trust held on Monday 6th December 2021

Present: Cllr. R. Widdowson (Chair)
Cllr. E. Banks
Cllr. T. Bounds
Cllr. J. Cooke
Cllr. F. Hawkins
Cllr. B. Macleod-Needs
Cllr. E. Rolls
Cllr. I. Spencer
Cllr. R. Warne

In attendance: Liz Kelso, Clerk
Tanith Vaughan, Assistant Clerk/Green Spaces Administrator

068/21 **Apologies, Declarations of Interest and requests for dispensation**

Apologies were noted from Cllrs. R. Banks, P. Edwards, M. Fitton, J. Gardner, R. MacCurrach & D. Redmayne. There were no declarations of interest and no requests for dispensation.

069/21 **Minutes**

The Minutes of the meeting held on 1st November 2021 were confirmed and the Chairman authorised to sign the Minutes as a true record of proceedings at that meeting.

070/21 **Clerk's Report**

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

071/21 **Outdoor Gym Equipment**

The Clerk reported that the application for a Green Spaces Grant has been agreed and a full award of £10,000 has been confirmed. It was agreed to proceed to requesting that the town council seeks three tenders for consideration in February, based upon the equipment selected for the indicative quotation received earlier in the year.

072/21 **Service agreement for washbasin units in Toilet block**

It was agreed that the maintenance agreement for the washbasin units in the toilet block be renewed at a cost of £367.50 per unit per year.

073/21 **Financial Matters**

- a) **Year to date budget report**
Members noted the year to date budget report as presented to the meeting, indicating income and expenditure largely in line with expectations.
- b) **2022-2023 budget**
Members noted the provisional budget for 2022-2023. It was agreed that final figures would be provided for approval at the next meeting and in the meantime, members would raise any further items for consideration directly to the Clerk.

074/21 **Items for the next agenda**

The following item was agreed for the next meeting:

- Progress of the Outdoor Gym Equipment project

075/21 **Date and time for next meeting**

The next meeting will take place at 6pm on Monday 10th January 2022.

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

Chair

Appendix 1
Kington Recreation Ground Trust
Meeting to be held on Monday 6th December 2021
Agenda item 3: Clerk's Report

This report covers items for information which are not addressed elsewhere on the agenda:

1. **Staff Review**

There has been no progress on this item since the last meeting due to other commitments.

2. **Toilet Block Refurbishment**

Due to other commitments, there has been not progress on this agenda item although some repairs were needed to the flushing mechanism in the ladies toilet since the last meeting.

3. **David East Memorial**

The Cricket Club has confirmed that it is unhappy with the proposed location of the memorial bench and has suggested a location closer to the black shelter. A meeting will be held with the family in the New Year to take this forward.

4. **Repairs to Recreation Ground Cottage**

Although the quotation to repair/replace the guttering at Recreation Ground cottage was approved at the last meeting, the contractor selected has now declined to undertake the work. The remaining two contractors have also failed to provide suitable evidence of insurance etc. so the specification has been updated and sent out to new contractors. This is disappointing as it had been hoped the work would be undertaken before the winter weather.

KINGTON RECREATION GROUND TRUST

Budget discussion document

Summary payments & receipts account

	Year to 31.3.2021	Budget 2021-2022	Year to date 2021-2022*	Forecast 2021-2022	Proposed budget 2022-3	Comments/notes
Income						
Cottage rental	£ 5,100		£ 3,000	£ 5,200	£ 5,200	
Bank Interest	£ 1		£ -	£ -	£ -	
Other income (see below)	£ 5,046		£ 980	£ 5,026	£ 5,246	Note 1
Total income	£ 10,148		£ 3,980	£ 10,226	£ 10,446	
Expenditure						
Salaries	£ 10,071		£ 5,763	£ 11,500	£ 11,750	
Other	£ 36		£ 36	£ 72	£ 72	Bank charges
Total expenditure	£ 10,107		£ 5,799	£ 11,572	£ 11,822	
Income less expenditure	£ 41		£ -	£ 1,346	£ 1,376	
Movement on reserves						
Opening balance	£ 6,681			£ 6,722	£ 5,376	
Add: net expenditure	£ 41			£ -	£ 1,376	
Closing balance	£ 6,722			£ 5,376	£ 4,000	

Year to 31.3.2021	Budget		Year to date		Forecast		Proposed budget	
	2021-2022	2022	2021-2022	2022	2021-2022	2022	2022-2023	2023
1 Other income:								
			£	-	£	-	£	450
			£	900	£	900	£	400
	£	46			£	46	£	46
			£	-	£	-	£	350
			£	-	£	-		
	£	5,000			£	4,000	£	4,000
			£	80	£	80		
	£	5,046	£	980	£	5,026	£	5,246

FOR INFORMATION:

Town Council Grant Payment - Direct

2 payments

Cottage Maintenance	£	175	£	20,000	£	-	£	1,500	£	40,000	Funded from Town Council Reserves
Grass Cutting - Recreation Ground	£	1,623	£	2,000	£	1,394	£	2,000	£	2,000	
Rec maintenance	£	2,292	£	4,500	£	1,649	£	2,000	£	2,500	
Rec Running Costs	£	2,068	£	950	£	821	£	1,200	£	2,000	Funded from Green Spaces Grant
Equipment purchase	£	671	£	5,000	£	175	£	500	£	10,000	
Salary support	£	5,322	£	4,000	£	-	£	4,000	£	4,000	
	£	12,151	£	36,450	£	4,039	£	11,200	£	60,500	