

# LYDDINGTON PLAYING FIELD CHARITY

Registered Charity No: 507655

**Minutes of a Meeting of the sole corporate trustee  
Lyddington Village Hall  
Monday 15 May 2017  
8.55 pm – 9.10 pm**

**Present: Lyddington Parish Council**

Represented by:

Cllr H East  
Cllr E Hobley  
Cllr G Macfarlane  
Cllr B Sturgess  
Cllr H Tassell  
Cllr J Tyers (Chair)

Mrs J Unna (Parish Clerk)

**Apologies for absence:** Cllr T Fowell

## **1. Membership of Parish Council:**

It was noted that Cllr H East, Cllr T Fowell (Apologies offered for this meeting) Cllr E Hobley, and Cllr B Sturgess, Cllr H Tassell and Cllr J Tyers have remained as councillors throughout the financial year ending March 2017. It was further noted that Cllr G. Macfarlane was co-opted to the Parish Council in March 2017. Mrs Julia Unna succeeded Mrs Tina Kaczmar as Parish Clerk in July 2016.

## **2. Minutes:**

The minutes of the Trustees' meeting held on 9 May 2016 were approved as a correct record and the Chairman authorised to sign them.

## **3. Annual Returns:**

It was noted that the Annual Return for 2015 was submitted to the Charities Commission at the end of July 2016. The Charity's Annual Return 2016 (Online), covering the financial year from 1 April 2016 to 31 March 2017, has not been completed to date as no form is available on line. The Clerk will complete the draft return when the form becomes available on line. The draft shall be circulated to trustees for approval prior to its submission. **It was noted that the Annual Return is outstanding.**

## **4. Trustee's Report and Accounts 2017:**

A draft of the Trustee's Report and Accounts for the year from 1 April 2016 to 31 March 2017 was discussed. **It was resolved** that the draft Trustee's Report and Accounts for 2017 be approved.

## **5. Playing Field and Allotment Plots:**

It was noted that the Trustee continues to be satisfied with the arrangement whereby the Charity has delegated authority to Lyddington Parish Council to deal with all matters related to with the upkeep and administration of the Playing Field and the allotment plots. All twelve allotment plots are in use and are currently fully occupied.

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The annual fees for 2016 became due on 1 April 2016 and the Clerk confirmed that all fees for 2016/2017 have been collected.

Since the refurbishment of Lyddington Park in 2013 it continues to be well used by the children of the village and it attracts many families from further afield. Cllr James Tyers, with the help of other Councillors, continues to manage the ongoing maintenance and improvements in the play area. Monthly safety inspections of the play equipment are carried out by Cllr Harriet Tassell. Wicksteed completed the third of three annual safety inspections as part of the installation in September 2016. It is planned that this year's annual inspection safety check will take place in early September 2017.

It was noted that a proposal had been put forward by some residents for a Dog Agility area at the far end of the playing field. After due consideration the Parish Council, as the Trustees, rejected the proposal due to concerns over the proximity of the proposed agility area to the children's play area.

## **6. Lyddington Tennis:**

A Letter of Agreement ('LA') with Lyddington Tennis ('LT') for the use of Lyddington Tennis Court had been signed on 23 February 2011 by the Chairman on behalf of Lyddington Parish Council. The terms of that letter were reconfirmed at the Parish Council meeting held on 14 November 2016 and sent to the Chair of Lyddington Tennis for his consideration, as per paragraph 8 of the LA. LT were advised of the reconfirmation of the terms following that meeting.

The tennis court was resurfaced in October 2015. This work was managed and funded by Lyddington Tennis.

The Financial Statements of LT for the year ended 31 December 2014, 31 December 2015 and 31 December 16 have not been presented at a Parish Council meeting to date. **It was noted that the presentation of LT accounts to the Parish Council Meeting is outstanding and Cllr B Sturgess agreed to obtain copies of the accounts.**

Cllr Barney Sturgess remains as the honorary member of LT following his appointment on 11 May 2015.

## **7. Bank Account:**

It was noted that the balance of Trust's bank account, held with The Co-operative bank, remains static at £545.72.

## **8. Next Meeting:**

The next Trustee's meeting will be convened in due course.

**Signed:**

**Date:**

**Chair, Lyddington Parish Council**