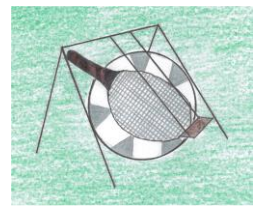


TRUSTEE OF LLOYD RECREATION GROUND

Marchwood Parish Council
Marchwood Village Hall, Village Centre, Marchwood SO40 4SF
Tel: 02380 860273 office@marchwoodparish.gov.uk



The Annual General Meeting of the Trustee of Lloyd Recreation Ground will be held in the Pine Room, Marchwood Village Hall on Wednesday 29 May 2023 at 7.30pm.

Tina Dudley Clerk to the Trustee

22 May 2024

AGENDA

1. To elect a Chairman of the meeting.

To elect a chairman for the 2024 - 2025 municipal year.

2. Apologies

To receive apologies for absence for this meeting.

3. Declaration of Interest

To receive any declarations of interests.

4. Public comments.

For the public to ask questions on matters relating to the Lloyds Recreation Grounds.

5. Minutes

To approve the minutes of the Lloyd Recreation Ground Trust AGM held on 22 May 2023 Appendix A

6. Annual Report

To receive the annual report on the Trust's activities for 2023-24 – Appendix B.

7. Income and Expenditure 2023-2024

To note the income and expenditure 2023 - 2024 – Appendix C and D.

Members of the public may attend meetings of the Trustee and may speak about matters relevant to the Recreation Ground, The Charity, and the Trust.

All minutes are draft until ratified by the Committee at the next meeting

Trustees of Lloyd Recreation Ground Annual General Meeting

Minutes of the Annual General Meeting of Lloyd Recreation Ground Trust held at Marchwood Village Hall on Monday 22 May 2023 at 7.30pm.

Present

Councillors: N Buckett, J Case, D Hindle, J Leath, M Proctor and M Saxby.

In attendance: T Dudley, Parish Clerk, C Cockeram, Deputy Clerk.

Election of Chairman 2023-2024

Cllr Case proposed he be elected Chairman for this municipal year, seconded by Cllr Hindle and agreed by all.

Resolved – Cllr Case be elected Chairman for the municipal year 2023 – 2024.

Apologies

Apologies for absence were received from Cllr P Mballa due to District Council commitment.

Declarations of Interest

There were no declarations of interest for this meeting.

Public Participation

No members of the public attended this meeting.

Minutes

Resolved – to approve the minutes of the meeting held on 23 May 2022 as true and accurate and signed by the Chairman.

Annual Report

Members noted the annual report particular attention was provided to the fall in income from the football pitch. The Deputy Clerk explained that the matches often have to be cancelled if the pitch was waterlogged.

It was agreed that the Amenities Committee would consider a marketing strategy to promote the facilities at the recreation ground including walking football and tennis. The football pitch would also be available to organisations outside of the village.

Correspondence from a local resident regarding the maintenance of land surrounding the Scout and Guide building and also a cut through from the industrial estate thought to have been utilised by mainly college students taking a short cut through the recreation ground.

Members agreed that the cut-through would not be blocked up and that the ground staff would be asked to tidy up the area. It was considered that if the area was blocked this could result in a recurrence over time hence making the work a thankless task therefore, it was best to clear the area of as much debris as possible.

All minutes are draft until ratified by the Committee at the next meeting

With regard to the overgrown vegetation at the front and side of the Scout and Guide building Members agreed within the lease point 3.5.4.1 'Care of Open Land' the tenant was required to keep the land outside of the building in good condition and free from weeds.

Further concern was raised regarding the rear of the building. The rear doors were an emergency exit from the building, the ground including the slabbed pathway was uneven with the vegetation to the rear of the building also being overgrown. Members considered that the emergency exit was indeed a potential danger to anybody exiting the building in an emergency; the Scout and Guide Association were to be asked to rectify this potential danger as a matter of urgency.

Concern was also raised should a wheelchair user or person with walking disabilities have to exit the building at the rear this would be a hazard as previously said the vegetation was overgrown, the ground level uneven, a considerable depth from the exit to the ground and a lack of lighting to highlight the pathway was considered to be a health and safety concern. Members agreed that the Scout and Guide Association must be informed immediately in order to rectify what was considered to be a dangerous area to users of the building in case of an emergency.

Charity Commission Annual Return

The Clerk explained the figures provided were the income and not the annual return figures that would be presented to the Charity Commission. Figures for the Charity Commission would be zero since the Council had agreed to the Memorandum of Understanding all expenditure and income were recorded within the Council's finance system.

Correspondence

The Deputy Clerk explained the football team who had been utilising the football pitch on a Saturday had recently cancelled this has resulted in two teams playing on an alternative Sunday.

A requested for the use of the football pitch to play touch rugby Monday to Wednesday 6.00pm – 7.00pm was approved.

The meeting closed at 8.22pm.

**Annual Report of the Lloyd Recreation Ground Trust for the year ending
31st March 2024. Charity No. 284618**

The sole trustee of the charity is Marchwood Parish Council acting as its managing trustee.

Clerk to the Trustee: Ms Tina Dudley.

The report covers the activities of the Trust over the last year in pursuit of the charitable aims of the charity: 'to hold and maintain open space for the use of the parishioners and to provide sport and recreation facilities.'

Parish Council employees carry out the administrative and maintenance functions of the Charity via a Memorandum of Understanding that was signed by the Parish Council and the Trust on the 12th of October 2020.

All expenditure for the Lloyd Recreation Ground is paid for by Marchwood Parish Council as Sole Managing Trustee of the Charity.

Members of the public may attend meetings of the Trustee and may speak about matters relevant to the Recreation Ground, The Charity, and the Trust.

Lloyd pavilion

The Pavilion: the following activities take place during the year.

- Youth Club sessions on a Monday evening
- Sports & Play in the Park – activities run during school holidays in conjunction with The Handy Trust.
- Outreach provision in the community.
- Noadswood School.
- Aspire, a group organises activities for young people.
- A public meeting was held to inform residents on issues regarding property and older age finances.
- Local community groups use the Pavilion to raise awareness with wildlife and local artists.
- Some hiring occurred for private parties.

The Handy Trust supplies its services via a management agreement and a Service Level Agreement with the Parish Council.

Marchwood Hub

The Trustee of Marchwood Youth Club surrendered the lease of the Hub commencing 1 June 2023, the Council is now utilising the room for the benefit of the whole of the community of Marchwood.

Play area

Play area inspections are carried out weekly by the Parish Council staff and annually by Playground Inspectors.

All weather courts

We continue to have regular and semi-regular bookings from a number of users of the 3G court. The tennis/netball court is used on a less frequent basis. The life expectancy of the 3G court was reported to be between 2 and 5 years, major expenditure will be required to replace the surface of the courts.

Football pitch

The football pitch is being used most weekends weather permitting, this year with the increase in rain fall we saw a number of teams being unable to use the pitch.

The Parish Council will be taking advice from SFC ground keepers on how best to improve the pitch so that we may help to minimise any cancellation of the football matches we believe there is drainage issues on the site, and this will need further investigation and mitigation to help alleviate flooding issues in the future.

A Caretaker is employed by the Parish Council for the football season and works weekends when there are football matches. A cleaner has also been engaged to clean the Marchwood Hub and Pavilion on an occasional basis.

Outside facilities

The Parish Council has worked to increase the footfall at the Lloyds with 4 picnic tables being supplied by the Marchwood Mens Shed funded by the Parish Council in addition, vending machines have been purchased to supply hot/cold drinks and snacks. We hope this will encourage families who come to the Lloyds to have an enjoyable, longer more relaxing time with families.

An area of the ground has been set aside for wildlife including bird boxes, bug houses and what we hope will be hedgehogs this is to promote the importance of wildlife to our younger generation.

The Council applied for funding to install solar panels and LED lighting on the Pavilion unfortunately the application was unsuccessful.

The Council was approached about the installation of electric charge points, we are still waiting the outcome of that request as the operators need to make enquires regarding the supply of the electricity, this will be at no cost to the Council.

We will continue with our endeavours to manage and improve the recreation ground and all of its facilities for future generations of the village.

Tina Dudley
Clerk to the Trustee.

Detailed Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>301</u> <u>Lloyd Recreation Ground</u>							
1500 Scout HQ Lease Rental	500	500	0			100.0%	
1505 Youth Club Lease Rental	0	500	500			0.0%	
1510 3G Court Hire	4,534	3,000	(1,534)			151.1%	
1515 Football Pitch Hire	2,528	7,000	4,472			36.1%	
1520 MUGA Hire	354	300	(54)			118.0%	
1525 Miscellaneous Hirings	426	0	(426)			0.0%	
1550 Pavillion Room Hire	2,007	0	(2,007)			0.0%	
Lloyd Recreation Ground :- Income	<u>10,349</u>	<u>11,300</u>	<u>951</u>			<u>91.6%</u>	<u>0</u>
Net Income	<u>10,349</u>	<u>11,300</u>	<u>951</u>				
Grand Totals:- Income	<u>10,349</u>	<u>11,300</u>	<u>951</u>			<u>91.6%</u>	
Expenditure	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.0%</u>	
Net Income over Expenditure	<u>10,349</u>	<u>11,300</u>	<u>951</u>				
Movement to/(from) Gen Reserve	<u>10,349</u>						

A/c Code	4240	LRG Play Area				Annual Budget	1,500
Centre	201	Amenities				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
12	21/12/2023	PLAYINSPEC	Purchase Ledger	709 Annual Inspection 5x Parks		82.50	
		Account	LRG Play Area		Account Totals	82.50	0.00
		Centre	Amenities		Net Balance Month 12	82.50	

A/c Code	4245	LRG 3G Maintenance				Annual Budget	800
Centre	201	Amenities				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
4	07/07/2023	COMPSECURE	Purchase Ledger	551 3G Key Cutting		4.99	
		Account	LRG 3G Maintenance		Account Totals	4.99	0.00
		Centre	Amenities		Net Balance Month 12	4.99	

A/c Code	4250	LRG MUGA Maintenance				Annual Budget	0
Centre	201	Amenities				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
2	03/05/2023	D/CARD	Cashbook	Netball Net		7.48	
4	02/06/2023	COMPSECURE	Purchase Ledger	549 Tennis Keys Cutting		52.42	
		Account	LRG MUGA Maintenance		Account Totals	59.90	0.00
		Centre	Amenities		Net Balance Month 12	59.90	

A/c Code	4255	LRG Football Pitch Maintenance				Annual Budget	500
Centre	201	Amenities				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
3	15/06/2023	D/CARD	Cashbook	White Liner 20 Litres		79.42	
7	30/09/2023	HOLBURYTO	Purchase Ledger	611 Measuring Wheel Hire		7.00	
12	31/08/2023	VFMPRODUCT	Purchase Ledger	712 Grassline 7 Litres		95.70	
		Account	LRG Football Pitch Maintenance		Account Totals	182.12	0.00
		Centre	Amenities		Net Balance Month 12	182.12	

A/c Code	4257 LRG Pavilion/Workshop Mainten.				Annual Budget	1,500
Centre	201 Amenities				Committed	0
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
Opening Balance					0.00	
1	05/04/2023	AQUACARE	Purchase Ledger	501 Water Hygiene Monitoring	232.15	
1	24/04/2023	WESSEXMEDI	Purchase Ledger	484 Battery & Pads Heartplus	209.00	
2	05/05/2023	ASTRICS	Purchase Ledger	503 LRG EICR Report	720.00	
3	15/06/2023	ASTRICS	Purchase Ledger	533 Code 2 Repairs Pavillion	370.00	
4	15/05/2023	AQUACARE	Purchase Ledger	555 6mth Water Plurge	357.35	
4	29/06/2023	COMPSECURE	Purchase Ledger	550 LRG Emergency Lighting	762.50	
5	23/08/2023	D/CARD	Cashbook	Pavillion Cleaning	16.92	
6	06/06/2023	CHURCHFIRE	Purchase Ledger	586 Fire Equip Test	6.90	
6	19/09/2023	UKSAFETY	Purchase Ledger	595 PAT Testing	142.11	
8	09/11/2023	AQUACARE	Purchase Ledger	636 LRG Install Drain Valve	364.28	
10	10/01/2024	CJSENV	Purchase Ledger	676 Hyg Bin 10/01/24-09/01/25	33.55	
11	26/02/2024	D/CARD	Cashbook	Pavillion Cabinet Lock	7.49	
12	13/03/2024	D/CARD	Cashbook	Tap Connector	4.15	
Account LRG Pavilion/Workshop Mainten.					Account Totals	3,226.40
Centre Amenities					Net Balance Month 12	3,226.40