

Bleadon Children's Playground Trust

Charity No. 304491

Bleadon Parish Council, Coronation Hall, Coronation Road
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8th of May 2024

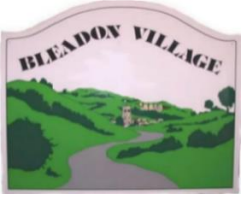
Dear Trustee,

You are summoned to attend the Annual General Meeting of the Trustees, to be held at the Coronation Halls, Coronation Road, Bleadon at **6:30pm on Monday, 13th May 2024**.

C P Bolt

Clerk to the Trustees

1. Apologies for Absence
2. Appointment of Chairman for 2024/25
3. Appointment of Vice-Chairman for 2024/25
4. To receive any Declarations of Interest
5. To agree as a correct record the minutes of the Children's Playground Trustees held on 22nd June 2023 (page 2)
6. Report of the Clerk to the Trustees (page 3).
 - To approve the year end accounts
 - To note the Parish Council's budgetary provision for 2024/25
 - Confirmation of nominations for signatories to bank account
 - Proposals for play area improvement (to follow)
7. Date of the next meeting TBD.



Bleadon Children's Playground Trust Charity No. 304491

**Minutes of the Annual General Meeting of the Trustees held at
7:30pm on Thursday 22nd June 2023 in the Coronation Hall, Coronation Road.**

PRESENT ID Clarke (Chairman), Ann Davies, Mark Howe and Mary Sheppard.
In addition, was the Locum Parish Clerk Liz Shayler

01/23 Apologies for Absence (agenda item 1)

Apologies were received from Andy Scarisbrick and Jo Gower Crane.

02/23 To appoint a Chair for the Bleadon Children's Playground Trust for 2023/24 (agenda item 2)

Resolved – That ID Clarke be elected as Chairman to the Bleadon Children's Playground Trust

The resolution was correctly proposed and seconded (unanimous).

**03/23 To appoint a Vice - Chairman for the Bleadon Children's Playground Trust for 2023/24
(agenda item 3)**

Resolved – That Mary Sheppard be elected as Vice-Chairman to the Bleadon Children's
Playground Trust

The resolution was correctly proposed and seconded (unanimous).

04/23 To Receive any Declarations of Interest (agenda item 4)

Mark Howe declared an interest as the grass cutting contractor for the playground.

05/23 Minutes of the Annual Meeting of the Trustees held on 14th of February 2022 (agenda item 5)

Resolved – That the minutes be approved as a correct record of the meeting.

**The resolution was correctly proposed and seconded (unanimous with 2 abstentions due to
absence).**

The minutes of the meeting to be signed by the Chairman of the meeting as a correct record.

**06/23 To receive the Officer report/Exchange of information: Please note that the Trust is unable to
make any formal decision under this item .**

i. The 4- way rocker.

The failure of the 4-way rocker was noted.

07/23 To agree how the Trust will run its finances.

Resolved – The Parish Council are asked to retain the ownership of the equipment and as owners of the land to continue to maintain the area and as such continue to budget for this. The Trustees will make any overarching decisions related to the area.

The resolution was correctly proposed and seconded (unanimous).

08/23 To discuss a way forward in relation to the 4-way rocker.

Resolved – That the 4-way rocker is removed and sold for scrap metal. That the trust request that the Parish Council consider replacing it with a piece of equipment for preschool children which is accessible.

The resolution was correctly proposed and seconded (unanimous).

09/23 To review and agree the Children’s Playground Trust’s Standing Order’s.

Resolved – That the proposed Standing Orders be approved.

The resolution was correctly proposed and seconded (unanimous).

10/23 To retrospectively agree that the Parish Council may install additional play equipment in the Childrens Playground.

Discussion ensued whether the play equipment chosen was fit for purpose in this location. It was also noted that the equipment does not seem to be used very much and that already one of the monkey bars has come away whilst a child was playing on it.

Resolved – To give retrospective permission for the Parish Council to install additional play equipment.

The resolution was correctly proposed and seconded (unanimous).

11/23 To retrospectively agree the end of Year Accounts for 2021/22 as uploaded to the Charity Commission website.

Resolved – To retrospectively agree the nil return for the 2021/2022 end of Year Accounts.

The resolution was correctly proposed and seconded (unanimous).

12/23 To approve the end of Year Accounts for 2022/23.

Resolved – To approve the nil return for the 2022/2023 end of Year Accounts.

The resolution was correctly proposed and seconded (unanimous).

13/23 If needed, to agree to set up a new bank account for the trust.

Resolved – That if the Trust apply for grant funding, then to set up a bank account. If this hasn't been done by the end of the year that the trustees, ask the Parish Council to allow the unused budget to be used to set up a bank account for the trust.

The resolution was correctly proposed and seconded (unanimous).

14/23 To note the Parish Councils Children’s Playground end of May’s budget.

The Parish Councils Children’s Playground end of May’s budget was noted.

15/23 Date of the next meeting TBD.

A meeting to be arranged for January.

The Chairman closed the meeting at 20:20

.....Chair

.....Date

Report of the Parish Clerk & RFO

13th May 2024

Decision Items

1. Year End Accounts 2023/24

Total Expenditure 2023/24: £0
Total Income 2023/24: £0

- 1.1 At 2023/24 year end, the Parish Council had spent £917.53 in relation to the play area against a budget provision of £2,300. This primarily related to inspection activity and the cost of repairing the quadrocker. A further £600 (approximately) in relation to play bark, sand and other safety measures has been committed and (in accordance with accounting standards) will be charged against the 2024/25 Parish Council budget provision.
- 1.2 The Parish Council has not yet formally determined the principle of apportioning charges in relation to aspects such as Grounds Maintenance/Litter picking insofar as they relate to the play area. However, recent tendering exercises provide a basis for this charging mechanism.
- 1.3 The 'nil' return for 2022/23 was submitted to the Charity Commissioners within the prescribed timescale.

Recommendation:

- i) That the nil return for 2023/24 be approved.

2. Parish Council Budgetary Provision for 2024/25

- 2.1 The Parish Council has made budget provision for 2024/25 in the following amounts:

Inspection Activity and General Maintenance: £1,500
Projects/New equipment: £10,000

- 2.2 As referenced above, there is already a commitment of approximately £600 against the budget provision for 2024/25. Proposals before the Council for additional play bark (and fitting of finger guards and other safety measures) would (if approved) effectively commit a further £600 (approximately). The effective working balance of circa £10,000 would potentially be influenced by any Parish Council decision to apportion ongoing maintenance costs.

Recommendation:

- i) That the Parish Council budget provision for 2024/25 be noted.

3. Bank Account

- 3.1 The process for establishing a separate bank account for the playground trust has started. However, whilst a number of Councillors have informally signalled a willingness to act as

signatories, any nominations need to be formally confirmed by the Trust before the bank account can be established. A decision will then be required by the Parish Council to determine whether or not to transfer funds into the bank account. Consideration of any VAT implications will needed prior to any such decision.

Recommendation:

- i) That trustees confirm proposed signatories to the proposed bank account.

4. Proposals for Play Area Improvement

- 4.1 Report to follow.