

## MINUTES OF THE MEETING OF THE KING GEORGE V TRUSTEES HELD ON 18<sup>th</sup> March 2020

**Present: Cllr Andrew Wellman (Acting Chair), Cllr Rigby, Cllr Brady, Cllr Abbotts and Mrs Cat Crompton (Clerk)**

<b>1. Resolution</b>	The Chairman and Vice Chairman were unavailable. Cllr Rigby proposed, Cllr Brady seconded and it was unanimously <b>RESOLVED</b> that Cllr Andrew Wellman would chair the meeting
<b>2.</b>	Apologies were received from Cllr Platts, Cllr Hewer, Cllr Hulcup, Cllr Sanders, Cllr Alan Wellman, Cllr Morley-Blackwell and Cllr Larner
<b>3.</b>	There were no Declarations of Interest
<b>4.</b>	There were no Public Questions
<b>Matters for Decision</b>	
<b>5. Resolved</b>	Cllr Brady proposed, Cllr Andrew Wellman seconded and it was unanimously <b>RESOLVED</b> to approve the Minutes of the KGV Meeting held on 22 <sup>nd</sup> January 2020 as a true and accurate reflection of the meeting and these were duly signed
<b>6. 6.1 Action 6.2  Action Action</b>	The Action Point Update and Clerk's report from 22 <sup>nd</sup> January 2020 was reviewed <ul style="list-style-type: none"> <li>• The finances were not available</li> <li>• Clerk will circulate the finances once completed</li> <li>• On the lease for the Northleach Club, there were some questions around the Form of Notice, opening hours, price lists and the dates required for getting the notice issued prior to the lease being signed. The plan is to present the proposed lease to full Council in June</li> <li>• Clerk to add the lease to the June Town Council agenda</li> <li>• Cllr Rigby to ask advice from the person who drew up the lease</li> </ul>
<b>7.</b>	<b>Finance</b>
<b>7.1</b>	The bank balance on 10 <sup>th</sup> March 2020 as noted as £17,179.19
<b>7.2 Action</b>	The Year to Date Finance Statement from April 1 <sup>st</sup> 2019 to end of February 2020 was unavailable. The accounts package has recently moved online and the Clerk has not completed the reports <ul style="list-style-type: none"> <li>• Clerk to run VAT figures for the last 3 years</li> </ul>
<b>7.3 Resolution  Action 7.4</b>	Cllr Rigby proposed, Cllr Brady seconded and it was unanimously <b>RESOLVED</b> to authorise the following bills for payment. (Utilities and NDR are split with NCL) <ul style="list-style-type: none"> <li>• Tim Dyson, Cleaning in December, £37.50</li> <li>• Tim Dyson, Cleaning in January, £56.25</li> <li>• Tim Dyson, Cleaning in February, £56.25</li> <li>• Clerk to process the payments</li> </ul> <p>It was noted that the following bills were authorised between meetings</p> <ul style="list-style-type: none"> <li>• Dave Payne Electrics, Test emergency lights and smoke alarm, Inv. 4661, £141.60</li> <li>• Castle Water, Supply from 1/01/20 – 30/01/20, £89.33</li> </ul>
<b>8. 8.1</b>	<b>Governance and Policy</b> <ul style="list-style-type: none"> <li>• An update on the NCL lease document was discussed at 6.2</li> </ul>
<b>9. 9.1 Action</b>	<b>Operational Management Terms of Reference</b> <ul style="list-style-type: none"> <li>• Cllr Platts has drawn up this draft document for discussion</li> <li>• Clerk to circulate the Operational Management Terms of Reference and add it to the June agenda for discussion</li> </ul>
<b>10. 10.1 Resolution Action 10.2  10.3 Resolution  Action</b>	<b>Pavilion</b> <ul style="list-style-type: none"> <li>• Cllr Brady proposed Cllr Rigby seconded and it was unanimously <b>RESOLVED</b> to obtain an EPC report from P2 Surveyors for the Pavilion at a cost of £295 plus VAT</li> <li>• Clerk to instruct the company to conduct this as soon as possible</li> <li>• Note that the Fire Safety Officers recommendations for the Pavilion bar area have been completed</li> <li>• Cllr Brady proposed, Cllr Abbotts seconded and it was unanimously <b>RESOLVED</b> to engage A &amp; E to conduct a fire risk assessment as recommended by the Fire Safety Officer at a cost of £225 plus VAT</li> <li>• Clerk to organise the fire risk assessment</li> </ul>
<b>11. 11.1</b>	<b>Playing Field</b> <ul style="list-style-type: none"> <li>• The Trustees considered the recommendation from the PPMC Committee that the KGV Trust pay for the new path extension on the playing field at a cost of £1,125 plus VAT</li> </ul>

<b>Resolution</b>	<ul style="list-style-type: none"> <li>• Cllr Andrew Wellman proposed, Cllr Brady seconded and it was unanimously <b>RESOLVED</b> to engage the contractor to go ahead with the path extension</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>• Clerk to engage the contractor</li> </ul>
<b>Matters for information</b>	
<b>12.</b>	<b>Items for Future meetings</b> - Please note that no Discussions or Decisions can be taken here. Administrator position, foyer heater and oil tank security. Obtain VAT advice in order to reclaim
<b>13.</b>	<b>Date and Time of Next Meeting:</b> Note Change of Date - Wednesday 24 <sup>th</sup> June at 7pm

**There being no further business the meeting closed at 7.25 pm**

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