

NORTHLEACH KING GEORGE V PLAYING FIELD TRUST

All Trustees are hereby summoned to attend the

MEETING of NORTHLEACH KING GEORGE V PLAYING FIELD TRUST,

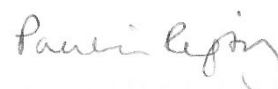
On Wednesday 25th November 2020 at 7pm via Zoom video conference.

for the purpose of considering and resolving upon the business to be transacted as set out hereunder. Members of the public are also invited to attend.

Join Zoom Meeting online: <https://us02web.zoom.us/j/83662746887>

To join from your phone dial **0203 481 5240** and enter Meeting ID: **836 6274 6887**

Dated: 19th November 2020 by Ms P Rigby, Clerk to the Trust



AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Public Question Time
4. To confirm the Minutes of the Trust Meeting held on 23 September 2020.
Copy previously circulated. To be signed by the Chairman at a later date.
5. Action Point Update
To receive the update and consider any matters arising ([attached](#))
6. Trustee Report and Accounts for the Year Ending 31 March 2020.
To approve submission of the report to the Charities Commission.
7. Finances –
 - 7.1 To receive the bank reconciliation at 31 October 2020.
 - 7.2 To authorise bills for payment as per the schedule ([attached](#)).
 - 7.3 To approve a budget for the Financial Year ending 31 March 2021.
8. Items for Future meetings – For information only.
 - 8.1 Pavilion programme of works
 - 8.2 Future maintenance of the Tennis courts
9. Date and Time of Next Meeting: **Wednesday 27th January 2021** at 7pm.

Payments schedule

| Date | Supplier | Description | Amount |
|--------------|-------------------|----------------------|------------------|
| 30-Oct-2020 | Southern Electric | Electricity bill | £427.30 |
| 03-Nov-2020 | Castle Water | Water 01/08-31/01/21 | £409.27 |
| 04-Nov-2020 | P2 Surveyors | EPC | £354.00 |
| 22-Oct-2020 | Spot-On-Supplies | Urinal screen | £25.43 |
| TOTAL | | | £1,216.00 |

Note: Bills have been paid. Bills marked * are awaiting payment.

Please play on the grass



Registered Charity No: 1082778
c/o Westwoods Community Centre, Bassett Road
Northleach, Cheltenham GL54 3QJ
Email: clerk@northleach.gov.uk

Action Point Update

| Meeting | Action | Status |
|----------------------------|---|---|
| 22 January 2020 – Item 9.2 | Fit heating system expansion vessel | Completed |
| 18 March 2020 – Item 7.2 | Clerk to compile VAT figures for last 3 years. | Advice from SLCC's VAT advisors is that VAT can be claimed on non-business activities (those provided free of charge) only, and the claim must be put through the council's VAT return, even though the expenditure is not. Next step is to identify non-business activities, but these may not amount to much. |
| – Item 10.1 | EPC assessment | Completed, rated Band C. |
| – Item 11.1 | Path extension on playing field | Postponed due to covid. |
| 24 June 2020 – Item 6.1 | Report end of year accounts and bills paid since April | On current agenda |
| Item 8.1 | Pavilion programme of works | In hand (Cllr Platts & Clerk) |
| Item 10 | Layton Lane steps: Additional quotes for two sets of steps | Guidance received from GPFA, matter deferred. |
| Item 11.1 | 'Road map' for Pavilion building upgrade | Update at meeting |
| 23 Sept 2020 – Item 7.a | Playing field terms and conditions | New T&C finalised. Will issue when grassroots sports resume. |
| Item 7.b | Find comparable room hire rates for tea room | Pending |
| Item 7.c | Notify Cricket Club of rent reduction | Update at meeting |
| Item 10.b | Offer Rent holiday to Northleach Club Ltd | Completed |
| Item 10.c | Issue NCL with the Notice to contract out of the Landlord and Tenant Act 1954 | Completed |
| Item 10.c | Solicitor to review lease | Completed |
| 28 Oct 2020 – Item 8 | Instruct solicitors to draft new lease | Action: Cllr Platts to draw up responses to solicitor queries/clarifications. |