

The Poor's Allotments & Recreation Ground Charities

Registered charity no. 300138

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Minutes of a Trust meeting for The Poor's Allotments & Recreation Ground Charities on Tuesday 12.3.2024 in the Committee Room of Acland Memorial Hall

Present: Cold Ash Parish Councillors Murray (PM), Hanks (RH), Adams (PA), Wilding (JW) and Morrow (AM)

In attendance: Rosie Jardine (Clerk)

In the absence of the Chair and Vice Chair, Cllr Hanks chaired the meeting, as per the Council meeting held immediately prior to this.

1 **Apologies for Absence**

Cllrs Fenner (MF), McArdle (IM), Clark (BC) and Codling (HC)

2 **Declarations of Interest**

There were no declarations of interest

3 **Clerk's Report**

The Clerk reported that she has attended an online training on Charitable Trusts and captured some information pertinent to the Charity:

- These meetings are not public like Council meetings with the exception of an Annual Meeting which must be publicised and open to the public.
- Trust meetings CAN be held online.
- There should be Standing Orders which can be brief, these will be prepared by the Clerk and should be adopted at a future Trust meeting.
- The Charity should have policies that reflect its activities and/or responsibilities, these will be prepared by the Clerk and will be presented for adoption at future Trust meetings.
- Assets on Charity land are Charity assets, including the Parish Office and play equipment on the Recreation Ground. Agreements should be put in place to formalise the relationship and clarify where responsibilities and obligations lie; it is strongly recommended that legal guidance be sought to ensure this is done correctly.
- Use of Charity assets should be charitable only, charities cannot trade e.g. the Recreation Ground could not be hired for commercial purposes.
- The Charity should hold its own insurance. This will be addressed in due course.

4 **Budget**

RESOLVED
ALL IN
FAVOUR

The draft budget was adopted. It was noted that Cold Ash Parish Council had approved a grant of £11,034.80 to make up the shortfall between the budgeted expenditure and predicted income.

2024/2025							
COLD ASH PARISH COUNCIL	Budget	Predicted Spend	Underspend/ Overspent	Carry Forward	Budget	Budget compared to last year.	Notes
	2023/2024	2023/2024	Amount	Amount	2024/2025		
Cost Ctr							
RUNNING COSTS							
1 One-off start-up balance	0.00	0.00	0.00	0.00	1,000.00		One-off start-up for new account
2							
ENVIRONMENT							
Recreation Ground							
3 Hedge Cutting	2,180.00	2,180.00	0.00	0.00	2,390.00	210.00	
4 Grass Cutting	2,949.92	2,949.92	0.00	0.00	3,244.80	294.88	
5 Maintenance	800.00	800.00	0.00	0.00	800.00	0.00	
6							
WAG/Allotments/Orchard							
7 Maintenance	3,600.00	3,600.00	0.00	0.00	3,600.00	0.00	Current spend £1337.00, possibly remove remainder to ash dieback
8 Ash Dieback Fund	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	
9							
TOTAL	11,529.92	11,529.92	0.00	0.00	13,034.80	504.88	

Outgoing Financial Year			Source of information / numbers
Balance at the start of the 23/24 year	-	Apr-23	Taken from bank rec Community + Instant (note NOT Relationship)
Estimated total Income for the Year 23/24	11,529.92		Includes £2066.00 sports club and allotment income
Estimated total Expenditure for the Year 23/24	-11,529.92		Automatically taken from previous sheet
Theoretical balance as at end of Year 23/24	-	Mar-24	
Less monies held in Community bank a/c not operational	-		
New Financial Year			
Balance c/fwd for operational expenses	-		
Expenditure needed for Year 24/25: operational costs only	-13,034.80		Automatically taken from Budget sheet
Income expected for year 24/25	2,000.00		
Shortfall and therefore needed via Grant request	-11,034.80		

5 RESOLVED ALL IN FAVOUR Trustees approved the recommended fees and charges for 2024-2025

Recreation Ground	Football Clubs Children (Cold Ash Boys & Girls FC)	£45.00/date
	Football Clubs Adults (no usage at present but may change)	£60.00/game
	Cold Ash & Ashmore Green Cricket Club	£45.00/game (weekend) £30.00/game (weekday)
	Cold Ash Tennis Club - Contribution to earmarked reserve for periodic court refurb	Tennis Club £1600 p/a CAPC £800 p/a
	Casual Hirers (e.g. Brass on the Grass)	Casual Community Hire - £15p/h
		Casual Private or Commercial – POA
	Peppercorn Rental	£1.00 p/a (Pre School, Horticultural Society & Tennis Pavilion)
Storage - Football & Cricket club share a space in the Rifle Shed	£25.00 p/a	
Allotments & Grazing	Allotments	£20.00 p/a plus Water 15.00 per year (The Ridge & Gladstone Lane)
	Grazing field 1	£150.00 p/a
	Grazing field 3	£60.00 p/a

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Annual Return 2022-2023**RESOLVED
ALL IN
FAVOUR**

Trustees received the 2022-2023 Annual Return report and approved its submission.

Report for Poor's Allotments Recreation Ground Charities Annual Return 2022-2023

Prepared by Clerk 4.3.2024 using extracts from Cold Ash Parish Council records

		2022 - 2023	Explanation
Receipts			
	Rec Ground sports use	£ 1,040.00	Sports use Cricket, Tennis Football
	Tennis Court	£ 2,250.00	Tennis Court repair fund Tennis Club 1500.00 & CAPC 750.00
	Tennis Club water contribution	£ 120.26	Water for the Tennis Pavillion Cont
	Allot water	£ 255.00	Gladstone Lane & The Ridge
	Allot rental	£ 477.50	Allot holders/Grazing fields
	SSE	£ 1.05	Credit from electricity
	Rec Ground area	£ 3.00	Peppercorn Rents for Pre school, Hort Soc & Tennis Club
	Members bid- WAG quiet garden	£ 1,890.88	
	Gift to WAG	£ 894.91	Jubilee unspent balance gifted
	Total receipts	£ 6,932.60	
Expenditure	Rec Ground Grass Cutting	2,114.57	Grass Cutting
	Rec Ground Maintenance	1,472.48	Rec Maintenance
	Hedge cutting (Rec & WAG)	£ 1,950.00	Rec Hedge cutting
	Tennis Court Maint	£ 690.00	Tennis Court Maint/Clean
	Tree Maint Allot & WAG	£ 4,276.77	Tree Maint Allot & Rec
	Allot Water Charges	197.56	Gladstone Lane & The Ridge
	Total expenditure	£ 10,701.38	
	Loss	£ (3,768.78)	

There being no further business the meeting closed at 8.38pm

Chairman

Date