

DRAFT

COTTERED PARISH TRUST



Charity Number: 286433

## Minutes of Recreation Trust general meeting of 13<sup>th</sup> February 2018

Trustees Present: Bryan Pitman (Chair) Terry McGrath  
John Bull David Charles  
Barry Dean Colin Bayles

In attendance: Roger Gomm (clerk) and two members of the public.

1. **Welcome:** the chair welcomed two members of the public
2. **Apologies:** none
3. **Minutes of general meeting of 3<sup>rd</sup> November 2015:** agreed as a correct record
4. **Matters arising:** there were none
5. **Chair's report:** The committee expressed their good wishes to Marty Kilby (retired clerk) ill in hospital. The remainder of the report is appended to these minutes.
6. **Finance Report:** John Bull and Barry Dean reported on the considerable difficulties encountered with both Lloyds and Barclays banks in establishing them as the finance officers for the Trust. These difficulties were almost but not quite resolved.

It was reported for the **financial year 2016-2017**, that the opening balance (all accounts) was £20,765.36, with an income of £1647.01 (easements and wayleaves) and expenditure of £150 (clerk's remuneration); giving a closing balance of £22,262.37. The closing balance of the main account was £5198.69. **Accounts appended to these minutes**

It was reported for the **current financial year** (April 2017- January 2018) that income had been £2001.61 (from wayleaves), expenditure (tree maintenance) £1050.00, and the current balance (all accounts) was £23,213.98. The balance in the main account was £4,148.69. **Liabilities** included more expenditure on tree maintenance, and litigation fees. **Accounts appended to these minutes.**

**Agreed:** to close the Lloyds Business Instant Access Account and transfer the balance to Lloyds Account No ###2325.

The **annual update to the Charity Commission** will be made in July.

### 7. Any other business

**Agreed** to regularise the calendar of AGMs by convening another general meeting, 16<sup>th</sup> October 2018

The formal part of the meeting ended at 20.10 and the chair invited contributions from the public.

There was a discussion on the damage done to the green by parking, particularly opposite 40 The Crescent but also elsewhere. **Agreed** to consider this further at the next Trustees' meeting.

**Trust Chairman:** Bryan Pitman, Shipwrights, Cottered, Buntingford, Herts SG9 9QN Tel: 01763 281279

**Trust Clerk:** Dr Roger Gomm, .1 Cross Green, Brook End, Cottered, Buntingford, SG9 9QR Tel: 01763 281 368 roger.gomm@btinternet.com

**The General Meeting was closed at 20.25**

Signed as a correct record:

Bryan Pitman .....

Date:

**APPENDIX :CHAIRMAN'S ANNUAL REPORT 2016 - 2017**

**MEETINGS**

One meeting was held during this period.

The Greens Clerk, Marty Kilby retired after contributing valuable work by revising the way the Trust was operating and introducing a much more disciplined approach and revising the governance rules. Her hard work has been much appreciated by the Trustees. Dr Roger Gomm has become the Clerk and the Trustees were greatly relieved when Roger accepted this post.

John Bull and Barry Dean have become joint Treasurers of the Trust and are currently battling with the bureaucratic security paperwork to be recognised as authorised signatures.

**TREES**

A small amount of tree maintenance was carried out on trees on the Greens. As the Greens contain over 140 trees this will remain an on going activity and hence always a constant drain on the Trusts funds. However it has been confirmed that as the Greens are registered with Herts County Council, Parish Funds can be used to support the Greens, if necessary.

**ONGOING ISSUES**

For almost two years the Trust has been trying to negotiate easement agreements with two property owners. Unfortunately not sufficient progress has been made on these matters. The Trust has sought legal advice in respect of what options are available for the Trust to protect the Greens and receive financial compensation for the damage to the Green.

The Trust will shortly need to make a decision as to the way forward to resolve the access problems associated with these properties.

Bryan Pitman  
13<sup>th</sup> February 2018

**COTTERED PARISH TRUST**

**Financial statement**

**From 1 April 2016 to 31 March 2017**

		<u>01 April 2016</u>	<u>Income</u>	<u>Expenditure</u>	<u>31-Mar-17</u>
<b>Barclays</b>	Business 60 day notice account	<b>14,748.01</b>			
	Opening Balance 1st April 2016			0.00	
	Interest income 1st April 2016 to 31st March 2017		80.47	0.00	
	<b>Closing Balance 31 March 2017</b>		<b>80.47</b>		<b>14,828.48</b>
<b>Lloyds TSB</b>	Business Instant Access Account A/C No: #####9401	<b>668.66</b>			
	Opening balance 1st April 2016				
	Interest		0.54	0.00	
	BT Easements		1,566.00	0.00	
	<b>Closing Balance 31 March 2017</b>		<b>1,566.54</b>	0.00	<b>2,235.20</b>
<b>Lloyds TSB</b>	Account No: ###2325	<b>5,348.69</b>			
	Opening balance 1st April 2016				
	Administration Fees - Marty		0.00	150.00	
	<b>Closing Balance 31 March 2017</b>		0.00	150.00	<b>5,198.69</b>
		<b>20,765.36</b>			
			<b>1,647.01</b>	<b>150.00</b>	<b>22,262.37</b>
	<b>TOTALS</b>				
	Check:				
	Bought Forward				20,765.36
	Total Income to 31 March 2017				1,647.01
	Total Expenditure to 31 March 2017				150.00
	<b>Closing Balance</b>				<b>22,262.37</b>

Issued  
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**COTTERED PARISH TRUST**

From 1 April 2017 to 31 January 2018

		31 March 2017	Income	Expenditure	31-Jan-18
<b>Barclays</b>	Business 60 day notice account				
	Opening Balance 1st April 2017	14,828.48			
	Interest income		????		
					14,828.48
					as 3/11/17
<b>Lloyds TSB</b>	Business Instant Access Account A/C No: #####9401				
	Opening balance 1st April 2017	2,235.20			
	Interest until 31 January 2018		1.61	0.00	
	Electricity Easement		2,000.00	0.00	
	<b>Closing Balance 31 January 2018</b>		<b>2,001.61</b>	<b>0.00</b>	<b>4,236.81</b>
<b>Lloyds TSB</b>	Account No: ###2325				
	Opening balance 1st April 2017	5,198.69			
	Trees - J Salmon		0.00	1,050.00	
	<b>Closing Balance 31 January 2018</b>		<b>0.00</b>	<b>1,050.00</b>	<b>4,148.69</b>
		<b>01-Apr-17</b>	<b>Income</b>	<b>Expenditure</b>	<b>31-Jan-18</b>
	<b>TOTALS</b>	<b>22,262.37</b>	<b>2,001.61</b>	<b>1,050.00</b>	<b>23,213.98</b>

Check:

Bought Forward	22,262.37
Total Income to 31 January 2018	2,001.61
Total Expenditure to 31 January 2018	1,050.00
<b>Closing Balance</b>	<b>23,213.98</b>

**2018 Known Commitments**

- 1) Trees
- 2) Litigation Fees