

Cottered Parish Trust



MINUTES of the **Annual General Meeting (AGM)** of COTTERED PARISH COUNCIL as sole trustee of **Cottered Parish Trust**, registered charity number: **286433** on **Wednesday 14 September 2026** at **6.30pm** in **The Sports Pavilion, Cottered**

Present Cllr Allen Chamberlain Cllr Grant Lethby Cllr Brian Murchie
 Cllr Andrea Smith Cllr John Wiblin (chair)

In attendance Sarah Kubica (Administrator), two members of the public

26.VIII WELCOME

To welcome attendees

Cllr Wiblin welcomed everyone to the meeting

26.IX APOLOGIES

To receive and accept apologies for absence

Cllr Lawton for reasons that are accepted

Resolved, to approve. Agreed unanimously

26.X DECLARATIONS OF INTEREST

To receive declarations of interest from Trustees on items on the agenda

None

26.XI MINUTES OF THE PREVIOUS MEETING

To approve the Minutes of the Cottered Parish Trust AGM held on [Wednesday 4 February 2026](#) as an accurate record of proceedings

Resolved, item 26.V remove the word ‘better’ from this sentence ‘... proposed a 9” replacement pipe to *better* match the older pipe’, then the minutes be accepted as a true and accurate record and duly signed. Agreed unanimously

26.XII ANNUAL REPORT

To receive the annual report

Cllr Wiblin commented that some report content will be a repeat of the one made in February’s AGM: Various trees have been pruned, benches on the greens inspected by parish council. Drainage works on the green outside of Home Close and Victoria Cottages to improve the village green area for visitors’ enjoyment is mainly complete, with grass re-seeding and reconfiguration of a drainage chamber required to complete the work. Inspection of the drain to take place immediately after this meeting. Cost for materials estimated at £1000 for the drainage chamber solution and will be paid by the parish council on behalf of the Trust in order for the VAT reclaim as a Section 33 body, the net amount to be reimbursed to the council by the Trust.

Cllr Murchie then showed attendees a drainage chamber and demonstrated to those present how the chamber should be situated in the ground and the direction of water flow. Cllr Lethby suggested that a maintenance programme to remove sediment from the chamber may be due initially. Cllr Smith agreed to carry out grass re-seeding.

26.XIII FINANCE

To receive and approve the [annual accounts](#)

Resolved, to approve the accounts. Agreed unanimously

FINANCE REPORT 2025-26

Cottered Parish Trust Ledger YE 31 Mar 2026

Bank balance

		£	
Current a/c 53250229			
Bfwd bank bal		6,594.38	@ 01/04/2025
Income	80.00		
Expenditure	<u>-72.50</u>		
		7.50	
14/01/26	Transfer to Interest A/c -	-6,000.00	
date	Transfer from Interest A/c +	0.00	
Total		601.88	
	check	601.88	
		<u>0.00</u>	
		<u>601.88</u>	current account bank balance @ 30/03/26
		0.00	
		-601.88	
		£	
Interest a/c 13010473			
Bfwd bank bal		15,467.42	@ 01/04/2025
Income	849.78		
Expenditure	<u>-780.00</u>		
		69.78	
14/01/26	Transfer from Current A/c +	6,000.00	
date	Transfer to Current A/c -	0.00	
Total		21,537.20	
	check	21,537.20	
		<u>0.00</u>	
		<u>21,537.20</u>	interest account bank balance @ 30/03/26
		0.00	
		-21,537.20	
Total balances		<u>22,139.08</u>	@ 30/03/26

Cottered Parish Trust Ledger YE 31 Mar 2026

Cottered Parish Trust

Income & Expend Report

General Fund

Income and Expenditure for Year Ending 31 March 2026

	2025/2026	2024/2025	
<u>Income</u>			
			comments
Interest	194.78		
Grants	-		
Placing of signs	80.00		
Resident contribution to drain works	655.00	226.15	
Total Gross Income	929.78	226.15	
<u>Expenditure</u>			
Bank charges	25.50		
Drain repairs	780.00		
ICO fee	47.00	47.00	
Other		-	
Difference b/fwd from y/e accounts			
Total Expenditure	852.50	47.00	
Excess / (Deficit) Income for the year	77.28	-	
carried forward to the general fund			

26.XIV DATE OF NEXT AGM

Monday 12 July 2027, 6.30pm

A member of the public questioned the presence of a vehicle and the installation of a surface membrane on village green at Home Close and asked if the Trust had agreed to this. Cllr Wiblin advised that the Trust had not granted permission for this and was seeking advice

Meeting closed at 18.54. The chair thanked everyone for their participation