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**DRAFT MINUTES**  
**BANKS PARK RECREATION GROUND TRUST MEETING**

Monday 15<sup>th</sup> July 2019, 9.40pm  
Haddenham Parish Council Office

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**Present:** Cllrs: Mrs. Aston, Mr. O’Hanlon, Mr. Truesdale (Chair), and Mr. Young.  
Clerk Ms. Gilbert  
Cllr Mr. Brown was present as a member of the public

**B20 1 CHAIR OF THE COMMITTEE**

Mr. Truesdale was PROPOSED, SECONDED and AGREED as Chair of the committee.

**B20 2 VICE-CHAIR OF THE COMMITTEE**

Mr. O’Hanlon was PROPOSED, SECONDED and AGREED as Vice-Chair of the committee.

**B20 3 APOLOGIES**

Apologies for absence were received and accepted from Mr. Sharp (personal).

**B20 4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**PUBLIC PARTICIPATION**

There were no requests to participate.

**B20 5 MINUTES**

The minutes of the meeting held on 29<sup>th</sup> April 2019 were AGREED as a true record and signed.

**B20 6 FINANCES**

(i) The list of payments to 31 March 2019.

Date	Payee	Description	Amount
12/10/2018	Lloyds Bank	bank charges 10/08 - 09/09/18	£ 5.00
26/10/2018	M J Phillips	repairs to car park entrance Banks Park	£ 6,192.00
26/10/2018	Eclipse Building Contracts Ltd	new No entry signs Banks Park	£ 570.00
11/11/2018	Lloyds Bank	Bank charges 10/09 - 09/10/18	£ 5.00
29/11/2018	Vigor Construction	Improvements to drainage Scout & Guide Centre path	£ 3,128.40
11/12/2018	Lloyds Bank	Bank Charges 10/10-09/11/18	£ 5.00
10/12/2018	ATS Roofing	Clearance and repair of village hall guttering	£ 110.00
18/01/2019	Complete Tree Services	Tree work Banks Park	£ 1,074.00
11/01/2019	Lloyds Bank	bank charges 10/11/18-09/12/18	£ 5.00
11/02/2019	Lloyds Bank	bank charges 10/12/18-09/01/19	£ 5.00
12/03/2019	Lloyds Bank	bank charges 10/01-09/02/19	£ 5.00
28/03/2019	ATS Roofing	Repair to Village Hall guttering	£ 140.00
		<b>TOTAL</b>	<b>£11,244.40</b>

The bank reconciliation to 31<sup>st</sup> March 2019 was checked and signed.

(ii) The accounts for year ending 31<sup>st</sup> March 2019 are still in progress and not ready for this meeting.

(iii) List of payments for Q1 2019-20.

<b>Banks Park Recreation Charity List of Payments Q1 2019-20</b>			
09/04/2019	Lloyds Bank	bank charges	£ 5.00
13/05/2019	Lloyds Bank	bank charges	£ 5.00
		<b>TOTAL</b>	<b>£ 10.00</b>

#### **B20 7 DAY CENTRE**

The Clerk has invoiced Bucks CC for the dilapidations and outstanding contribution towards the utility bills for the Day Centre that are due on surrender of the lease and termination of the management agreement. Bucks CC have asked the solicitor to confirm if the payment is to be made to Banks Park Recreation Charity or Haddenham Parish Council, once confirmed the process should be able to complete. The funds will be held by the solicitor and transferred on completion.

#### **B20 8 RENTAL INCOME**

The rent due for FitLife Gym and Vale Harvest are still outstanding for 2018-19, the Clerk has chased and been assured that the FitLife payment will be made soon. No response has been received from the Vale Harvest email contact so will need to be investigated further.

The following rents are due for review under the terms of the leases during 2019-20.

The RPI for 3 years to June 2019 was 3.3% .

The following were AGREED:

- (i) Haddenham Village Hall 3% increase
- (ii) Scout and Guide Centre 3% increase
- (iii) Banks Cottage - the lease on Banks Cottage is in the process of renewal and the solicitor has advised that a commercial estate agent should carry out a proper rental valuation of the premises to ensure the rent is set at the correct level in the new lease. There will be a small fee for this service. AGREED.
- (iv) Vale Harvest Market – try and speak to the organiser before making a decision.
- (v) FitLife Gym 3.3% increase.
- (vi) Use of Banks Park 3.3% increase

#### **B20 9 BANKS COTTAGE LEASE**

The Clerk and Mr. Truesdale met with the PC's solicitor and went through some changes made by the lessee's solicitor in some detail. The solicitor will revise the draft lease in line with the discussions for consideration by the lessee.

#### **B20 10 VILLAGE HALL LEASE AND TRUST DEED**

It was noted that the change in the management set up of the village hall to a CIO will amend the trust deed which is integral to the 1960 lease and therefore a new lease will be needed.

Heads of terms for a new lease will need to be drafted that incorporate the responsibilities of Banks Park Recreation Charity, the Village Hall and Haddenham PC. The situation needs to be simplified.

It was AGREED to DELEGATE to the Clerk and Mr. Truesdale to draft Heads of Terms for the new lease.

Mr. Truesdale currently represents the PC on the Social Centre Management Committee and will withdraw from the committee to represent HPC/BPT in discussions to avoid a conflict of interest.

**B20 11 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA** - None.

**B20 12 DATE OF NEXT MEETING** - Monday 14<sup>th</sup> October 2019

**CONFIDENTIAL ITEMS** - None

**CLOSURE OF THE MEETING** - The meeting closed at 10.00pm.

Signed: \_\_\_\_\_ DRAFT \_\_\_\_\_  
Chair

Date: 14<sup>th</sup> October 2019