

# TACOLNESTON PARISH COUNCIL

Draft Minutes of Tacolneston Parish Council meeting as  
sole trustee of the Tacolneston and Forncett Recreation Association

held in the Village Hall at 7.00 pm on Wednesday 20<sup>th</sup> February 2019

Present: Cllrs B Spratt (in the chair), B Cleary, D Maginn, S Manning, K Darrell.

In Attendance : Clerk & RFO: Mrs Sue Bunn  
4 members of the public

Absent : Cllr B McClenning

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## Introduction

The Chairman welcomed all to the meeting and thanked them for their attendance.

### 1. Apologies for absence

Cllr McClenning. Accepted. **T19/001**

### 2. Declarations of interest and requests for dispensations (previously notified to the clerk) from members on any items to be discussed.

Cllr Spratt item 6. **T19/002**

### 3. To approve the minutes from the meeting of 17th October 2018

The minutes were approved as an accurate record. Cllr Darrell requested that the CAN Report be requested from Cllr Duffin. Clerk to action.

Cllr Manning highlighted that the 5 year insurance policy is paid yearly. Item 9.

Proposed by Cllr Cleary, seconded by Cllr Darrell. All in favour **T19/003**

### 4. Report from the Recreation Centre Committee

The Chair thanked all involved for their hard work.

Cllr Manning reported that additional volunteer support is required. The end of year accounts need doing but they have not been completed the Clerk needs to do them as a matter of urgency. The Clerk to arrange a handover date with Cllr Manning and Hayley. The AGM is due but this can't go ahead without the accounts. Hall use strong. The committee are looking into an afternoon cafe slot if volunteer support can be found. New tables and chairs have arrived, the purchase of this was helped with the support of a £300 grant from the District Councillor. A new hot water urn, 2 kettles and a microwave have been purchased to improve user facilities. New Spirofix stakes have been purchased and these are awaiting to be fitted by the football club. There are still 2 insurance policies running. The Clerk needs to look at this. Play equipment inspection needs to be carried out with a record book required and a responsible person appointed. A call was made for everyone to work as a team. Cllr Darrell asked confirmation of numbers on the committee (7) and John Pennell is Chair of the committee. Cllr Darrell asked if the Litter pick could meet at the Hall 10-12 on 16th March. **T19/004**

### 5. Bank Accounts

a) The Clerk reported the following balances :

Barclays Community (ending 3712) £2358.79 (unreconciled) **T19/005**

b) RCC account Unity Trust (ending 9882) £6665.50. **T19/006**

c) To close the Unity Trust account and open an account at HSBC. To be actioned by the clerk. **T19/007**

d) Unity Trust Closure of Account form signed by Cllr Spratt and Cllr Darrell. **T19/008**

e) To approve the following payments. Proposed Cllr Cleary. Seconded. Cllr Maginn. Approved by all. **T19/009**

Payee	Detail	Net	VAT	Total
Tacolneston and Forncett Recreation Association	Sole Trustee Meetings June and October.	40		40
Calor Gas	Installation Report 12/10/18	265	53.00	318.00
Calor Gas	Tank Caps	39.01	1.95	40.96
Total		344.01	54.95	398.96

- 6. To discuss and decide a Contractor for tree felling on the boundary of the playing field.** Cllr Spratt handed the Chair to Cllr Cleary. Meeting opened to the Public at 19.39. Cllr Spratt left the room at 19.42. The trees are on TAFRA land, the benefit is to the neighbouring landowner who is claiming that the trees are overshadowing arable land and reducing crop yield. No legal requirement to cut the trees down, but it would be considered neighbourly to do so. The following was proposed. To cut the trees down as indicated by the Tree Warden as a gesture of good neighbourliness for the benefit of all. To accept the quotation from Reeders as it was the cheapest (£700.00) and they are in the Village. Proposed Cllr Cleary. Seconded Cllr McGinn. Vote 3 in favor. Cllr Darrell abstained stating "The essential Trustee, what you need to know, what you need to do." (published by The Charities Commission for England and Wales) Chapter 7. Manage your Charity's resources responsibly. **T19/010**

19.57. Cllr Spratt re-entered the meeting resumed the Chair.

- 7. To discuss the Working Groups finding into the Constitution and changing the Title of Land with the Land Registry.** The Working Group didn't meet. The Constitution held by the Charities Commission is incorrect. The Clerk needs to investigate. **T19/011**
- 8. Discuss the Working Groups findings over the running of 2 Insurance Policies and reimbursing RCC for the premium paid.**  
2 policies running advise needed to clarify situation. Clerk to seek advise. **T19/012**

20.11. Cllr Darrell left the meeting.

- 9. To discuss opening an RCC bank account at Barclays.** Item already discussed in Item 5c. **T19/013**

- 10. Discuss outstanding actions from the previous meeting.** NONE. **T19/014**

- 11. Confirm the next meeting at 7.00pm on 17th April 2019 in the Village Hall.** Agreed.

Meeting closed at 20.22