



**PURTON WAR MEMORIAL AND VILLAGE CENTRE CHARITY**  
**Registered No 305562**

Minutes of the meeting of the Trustee for Purton War Memorial and Village Centre Charity Reg. No 305562 held at the Village Hall, Purton on Monday 25<sup>th</sup> June 2018.

**Trustees present:**

Councillors: P Grigg, H. Hicks, N. Hooper, J Hurwood, S. Matthews, V. McKerrow, S Relfe, R Thomas (Chair), E Wilson

**Officers present:** Teresa Hartshorn recording the minutes

**Meeting commenced at 1900hrs.**

Members were reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability), Crime and Disorder, Health and Safety and Human Rights, and all mobile phones to be to on silent or switched off during meetings and not to be used unless in an emergency.

**THE CHARITY'S OBJECTIVES:**

**To provide and assist in the provision for the inhabitants of the Parish of Purton and the neighbourhood thereof (the area of benefit) facilities for recreation and other leisure-time occupation in the interests of social welfare with the object of improving the conditions of life for the said inhabitants.**

**PUBLIC QUESTION TIME:**

Members of the public are permitted to speak and ask questions during public question time. There is a limit of three minutes speaking time per person. Council is not required to give an immediate answer to a question or debate it at the meeting. Once Public Question Time is over and the Council/Committee has started the main meeting members of the public are welcome to remain for the duration of the meeting but may not participate further. There are occasions however when the public and press maybe excluded from a meeting due to the nature of the business to be discussed.  
**No members of the public present.**

**49/18. RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:**

Apologies were received from: Cllrs G.Greenaway, J A Hurwood, K Law

**Absent:**

Cllrs S. Harflett,

**50/18. DISPENSATION REQUESTS:**

Members to consider any requests received for dispensation and record reason and decision.

**None requested**

**51/18. DECLARATION OF INTERESTS?**

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached.





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Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter. **None declared**

**52/18. MINUTES/REPORTS:**

Minutes of the Charity meeting held on 30<sup>th</sup> April'18- circulated.

It was proposed by Cllr Matthews seconded by Cllr Hooper and **CARRIED** the Minutes of the Charity meeting held on 30<sup>th</sup> April'18 are approved as an accurate record.

**53/18. MATTERS ARISING:**

- 40/18 d) Village Centre Information Sign (28/11/16 KL) c/fwd
  - Notice of Advertisement Consent - circulated **Noted**
- 40/18 g) DBS certification c/fwd – response dated 12/04/18 – in hand **Noted**
- 40/18 h) Bowls mower sale – invoice raised as agreed **Noted**

**54/18. FINANCE:**

- a) Income and Expenditure Sheets for period 01/04/18 to 31/05/18 circulated **Noted**

It was **proposed** by Cllr Grigg **seconded** by Cllr Hooper and **CARRIED** the Income and Expenditure Sheets for period 01/04/18 to 31/05/18 as presented are approved.

- b) Bank Reconciliation as at 31/05/18 – circulated. **Noted**
- c) Memo dated 18/06/18 and Budgetary Control Report for year ending 31/03/18 – circulated

**Decision:**

Members agreed to introduce a build-up fund to cover cost of Fixed Wire Testing in the next budget.

**Action:**

Secretary to inform FO of decision of the meeting.

- d) Maintenance Monitoring for the year 1/04/17 to 31/03/18 (final) – circulated **Noted**
- e) Village Centre Annual Licences expire 31/03/18:

- Purton Bowls Club – not returned due to change of signatory – in hand **Noted**
- Scouts– not returned signed – chaser sent **Noted**

Secretary drew the members’ attention to an e-mail dated 25/06/18 received from the Scout Leader suggesting the Scout’s proposed changes to times of occupancy are left as is for 2018/19 and reviewed for 2019/20. **Noted**

- f) Putting Green c/fwd. equipment purchased **Noted**

- E-mail dated 12/06/18 from Deputy Clerk – circulated **Noted**

Discussion ensued.

**Decision:**

It was **proposed** by Cllr Hooper **seconded** by Cllr Hicks and **CARRIED** the hedge surrounding the putting green is reduced in height to 4ft to improve CCTV monitoring and an additional litter bin for the area is sourced from PC.

**Action:**

Secretary to inform the Clerk of the decision of the meeting.

- g) Millennium Hall – storage - e-mail dated 12/06/18 from Clerk to the Council refers. Discussion ensued.

Members’ agreed in principle to the Toddler Group re-locating to the Millennium Hall.

On site storage was discussed and ideas put forward which included creating additional storage in the meeting room by installing a stud wall with door entrance.





**Decision:**

**It was agreed to evaluate the existing storage and investigate creating additional storage in the meeting room as discussed.**

**Action:**

Secretary to inform the Clerk of the decision of the meeting.

h) Millennium Hall – Christmas lights - e-mail dated 11/06/18 from Clerk to the Council refers

**Noted**

Discussion ensued.

**Decision:**

It was **proposed** by Cllr Thomas **seconded** by Cllr Hicks and **CARRIED** permission is granted to the Parish Council to install an outside electricity supply for Christmas Lights at the Millennium Hall. All works carried out at PC expense.

**Action:**

Secretary to inform the Clerk of the decision of the meeting.

i) Funding opportunity for sports/gym equipment – detail circulated.

**Noted**

**Decision:**

**Investigate what is the definition of ‘quirky non-traditional activities’ for the purpose of obtaining a grant and pass information to the Centre clubs.**

j) **Exclusion of Public and Press** - Staff Welfare:

• E-mail dated 7/06/18 from Clerk to the Council refers - circulated

**Noted**

Full and frank discussion ensued. Opposing views aired.

**Decision:**

It was **proposed** by Cllr Hooper **seconded** by Cllr Grigg to accept the Clerk’s proposal that the Charities sporting facilities are offered to the Council staff for their use at a reduced price on the occasions the facilities are not hired. The proposal was **lost** by 3 votes against with 5 abstentions.

**Cllrs Relfe, Hurwood and Wilson voted against.**

Discussions continued.

**Decision:**

**It was agreed the matter is referred back to Council to discuss the suggestion from the meeting that Council, as the employer responsible for Council staff welfare, considers subsidizing by 50% the hire fees for sporting facilities when not hired by the general public.**

**Action:**

Secretary to inform the Clerk of the decision of the meeting.

k) Match Officials – shower repairs – works complete

**Noted**

l) Tennis changing rooms – report of rising damp –e-mail dated 25/05/18 refers – circulated

Discussion ensued.

**Decision:**

**It was agreed to call in an expert.**

**Action:**

Secretary to initiate enquiries as discussed.

m) Tree survey – quote

Members noted quotation not yet received.

**Decision:**

**Defer to the next meeting for decision.**

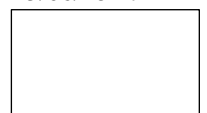
**55/18. HEALTH AND SAFETY:**

a) Fixed Wire Testing complete – awaiting reports – chaser sent by DC

**Noted**

b) Putting green ground rules prepared by DC – circulated

**Noted**





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Members noted written comment from Cllr Law.

Discussion ensued and members agreed minor amendments to the text and that only lightweight golf balls are permitted on the putting green.

Secretary noted down the amendments.

**Decision:**

It was **proposed** by Cllr Thomas **seconded** by Cllr Hooper and **CARRIED** the ground rules are approved with the agreed minor text amendments as discussed.

**Action:**

Secretary to inform Deputy Clerk of the decision of the meeting.

**56/18. RED HOUSE CLUB c/fwd:**

- a) Charity’s letter to CC seeking guidance c/fwd:

Members noted there had been no response to date

**Noted**

- b) Grants for war memorials – response from the War Memorials Trust – circulated **Noted**

- c) Dilapidations – Notice for repairs c/fwd:

**Decision:**

It was **proposed** by Cllr Thomas **seconded** by Cllr Hooper and **CARRIED** a meeting is arranged with the Red House Club Committee to discuss their progress with matters relating to the Notice for repairs.

**Action:**

Secretary to liaise with the Clerk to arrange a meeting date with RHC.

- d) Current Lease agreement – extract circulated re quarterly accounts

Members noted that to date the Red House Club had not provided quarterly accounts in accordance with the Lease Agreement.

**Decision**

**It was agreed that the matter of the Club providing Quarterly Accounts is addressed at the meeting pending with the Red House Club Committee.**

**57/18. MILLENNIUM HALL:**

- a) Minor flooding issue occurred in the main hall on 31/05/18 following heavy rain fall.

Members noted that there had been no reoccurrence to date.

**Decision:**

**It was agreed to monitor the situation.**

**58/18. PURTON FOOTBALL CLUB:**

- a) Football pitch railings – update at time of meeting

Members noted there had been nothing further to report.

**Decision:**

**Defer to the next meeting.**

**59/18. POLICE LIAISON REPORT –**

Members noted the written comment from Cllr Law.

**NFA**

**60/18. CENTRE GROUNDS:**

- a) Boundary hedgerow/trees c/fwd – WP recommendations WP (RT,EW,NH)

Cllrs Thomas and Wilson inspected the area is in a very poor state and mess with piles of rubbish and garden waste dumped in the hedgerow.





Discussion ensued.

Concern was raised about the football netting and after discussion the meeting concluded this should be taken down as it was felt the trees would shield the neighbouring houses from any straying footballs.

Members noted the Charity’s land is registered and there are no private accesses on to the Charity’s land.

**Decision:**

**It was agreed the area of concern is cleared of rubbish and garden waste and the undergrowth cleared from beneath the trees.**

**Following clearance works Charity letter to all neighbouring residents requesting no more dumping of garden waste on the Charity’s land.**

**Action:**

Secretary to approach the Restorative Justice Group for a quote to carry out the works as discussed.

**61/18. CHARITIES REVIEW c/fwd:**

- a) Update from the Chair

No further update offered.

**Decision:**

**Defer to the next meeting for update.**

- b) Meetings with the Centre Clubs – e-mail dated 30/04/18 circulated **Noted**

Discussion ensued.

**Decision:**

It was **proposed** by Cllr Matthews **seconded** by Cllr Wilson and **CARRIED** the Trust continues to meet with the each Centre Club on an individual basis and hold one annual meeting with all clubs invited.

**62/18. CHARITY COMMISSION NEWS** – issue 60 available to download **Noted**

**63/18. CHARITY COMMISSION:**

a) Updates – (copies with the Secretary):

- **Press Releases:**

New Charity Investigation: Asthan Babe Ke Trust

New Charity Investigation: Combined Funds Limited

New Charity Investigation: Mountain of Fire and Miracles Ministries International

Aarti Thakor appointed as Charity Commission’s new Director of Legal Services

- **Transparency data:**

Grenfell Tower fire: Charitable funds raised and distributed

- **Guidance:**

Waiver application privacy notice

- **Decision:**

Legatum Institute Foundation: case report

Charity Commission alerts, decisions, reports and statements

**All the above noted**

**64/18. WILTSHIRE COMMUNITY FOUNDATION:**

- **May 2018 bulletin** – copy with the Secretary. **Noted**

**65/18. NEWS FROM THE TRUSTEES:**

**No news items put forward from the meeting**





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**66/18. PRESS STATEMENT:**

**No press statement released from the meeting.**

**There being no further business the meeting closed at 2000hrs.**

**Signed:.....**

**Dated:....**

