



**PURTON WAR MEMORIAL AND VILLAGE CENTRE CHARITY
Reg. No 305562**

Parish Councillors are summoned to attend a Meeting of the Trustee for Purton War Memorial and Village Centre Charity Reg No 305562 which will be held at the Village Hall, Station Road, Purton on **Monday 26th November 2018 commencing at 7p.m.**

Wednesday 21st November 2018

Signed: Teresa Hartshorn
Secretary

TRUSTEE BODY:

Councillors: G.Greenaway, P Grigg, S. Harflett, H. Hicks, N. Hooper, K. Law, J A Hurwood, S. Matthews, V. McKerrow, J Reid (co-opted 12/11/18), S Relfe, E. Seabrook, G. Seabrook, R Thomas (Chair), E Wilson

J Hurwood resigned from Council October 2018

Members are 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.

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.

AGENDA

1. RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE?

2. DISPENSATION REQUESTS?

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

3. 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.



PURTON PARISH COUNCIL

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.

4. MINUTES/REPORTS:

- | | |
|--|-----------------|
| a) Minutes of the Charity meeting held on 24 th September' 18- attached | Approval |
| b) Minutes of the Charity meeting held on 29 th October' 18 – attached | Approval |

5. MATTERS ARISING:

78/18 c Information sign. Aluminium text panels are tamper proof but can be removed with special Allen key which is supplied by the company. **Information**

6. FINANCE:

- | | |
|--|-------------------------------|
| a) Income and Expenditure Sheets for period 01/09/18 to 31/10/18 attached | Approval |
| b) Bank Reconciliation as at 31/10/18 – attached | Information |
| c) Annual Return 2017/18: | |
| • Memo from FO – attached | Information |
| • Statement of Financial Activities, Balance Sheet and supporting notes for year ending 31/03/18- attached | Approval |
| • Trustee's Annual Report 2017/18 – attached | Approval & signing |
| • Independent Examiner's Report | Information |
| d) Millennium Hall – cage storage c/fwd (PG): Various options to consider – detail at the meeting | Decision |
| e) Tennis changing rooms – report of rising damp – survey carried out on 8/10/18. Recommendations attached. | Decision |
| f) Tree survey – completed – report to follow. | Information |
| g) Scout Group meeting to discuss change of hours: Scout Group leader has responded – arrangements in hand. | Information |
| h) Transfer of bookings – at the Clerk's discretion working on the following criteria: | |
| • Charity/community hire only | |
| • New date set within the financial year | Ratify |
| i) Kiosk – 2 interested parties – ongoing | Information |
| j) Millennium Hall: | |
| • Leaking window – Grounds staff carried out necessary repair | Resolved |
| • Exterior light investigation following fault reported. All appeared to be in good working order – invoiced £35 | Information |

7. RED HOUSE CLUB:

- | | |
|---|--------------------|
| a) Meeting with Committee representatives held on 5/11/18 – report attached. | Information |
| • Management accounts – report attached refers | Information |
| • Dilapidations – Notice for repairs etc. c/fwd – progress - report attached refers – review of the works by surveyor? | Decision |
| b) Local resident's proposed new business venture using the Red House premises c/fwd | |
| • Charity's e-mail to resident concerned dated 31/10/18 | Information |
| • Resident's response dated 3/11/18 – attached | Decision |
| c) Memorial commemorating 75 year anniversary of the end of the 2 nd World War – proposal from local resident – detail during Public Question time | |



8. PURTON FOOTBALL CLUB:

- a) Written request received to have access to kiosk for serving beverages only on Saturday match days whilst the kiosk is unoccupied **Decision**

9. CENTRE GROUNDS:

- a) Boundary hedgerow/trees c/fwd – (RT,EW,NH) WP works carried out by the Community Payback Group c/fwd:

- Boundary dispute - complaint from neighbouring resident following works carried out by CPG – further detail at the meeting.
- Defining the Charity boundary **Decision**

- b) Request from Purton Age Concern to use outside space i.e. car park and area outside main entrance to RHC for Christmas Carol event. Purton Age Concern will be applying for a TEN Licence to cover the event. **Decision**

10. CHARITIES REVIEW c/fwd:

Purton Institute and Village Hall agenda refers.

11. CHARITY COMMISSION:

- a) Updates – (copies with the Secretary):

- **Press Releases:**

Commission announces Class Inquiry into two connected charities

- **Transparency data:**
- **Guidance:**

Change charity financial year privacy notice

- **Decision:**
- **News story:**

Changes to how you update your charity details

- **Government response:**

Updated guidance to support trustee decision-making

- **Consultation outcome:**
- **Collection:**

12. CIRCULARS – (copies with the secretary)

- a) Community First ‘Headlines - Autumn 2018

13. NEWS FROM THE TRUSTEES?

14. PRESS STATEMENT?