

# Donald Pither Memorial Trust

## Charity No304506

Castle Cary Town Council – acting as sole corporate trustee

Draft minutes of a Meeting held on Monday 27<sup>th</sup> July 2020

---

**Present:**

Philippa Biddlecombe	Castle Cary Town Council
Stephen Biddlecombe	Castle Cary Town Council
Callum Chainey	Castle Cary Cricket Club
Bob Gilbey	Castle Cary Town Council
Kenneth Gray	Castle Cary Town Council
Neville Hartnell	Castle Cary Football Club
Judi Morison (Chair)	Castle Cary Town Council
Pek Peppin	Castle Cary Town Council
Penny Steiner	Castle Cary Town Council
Nick Weeks	Castle Cary Town Council
Rob Worth	Castle Cary Town Council

There were no members of the public present at the start of the meeting.

**Clerk:** Zöe Godden

The meeting started at 18:30

**DPT001: Apologies for absence**

Apologies had been received from Margaret Bebbington (CCTC), Julian de Bosdari (CCTC), Nick Crowley (CCTC) and Paul Stanley (CCCC).

**DPT002: Declarations of Interest:** Trustees to declare any interests they may have in agenda items that accord with the requirements of Castle Cary Town Councils Code of Conduct, and to note the grant of dispensations made by the Secretary to the Trust in relation to the business of this meeting.

**There were no declarations of interest.**

**DPT003: To approve the minutes of the meeting held on 21<sup>st</sup> October 2019.**

**RESOLVED:** It was proposed and agreed to approve the minutes as presented. All in favour except Kenneth Gray, who abstained from voting.

**DPT004: To note that the £10,000 Business Support Grant has been received from SSDC and to consider a request from the Cricket and Football Clubs that this is used to refund the clubs for costs incurred to make the Pavilion ready to re-open in line with Government CV-19 guidelines.**

Callum Chainey and Neville Hartnell summarised the costs that had been incurred by the Cricket and Football Clubs to make the Pavilion ready to re-open in line with Government CV-19 guidelines. Callum and Neville said they would provide the relevant invoices or receipts to the Clerk to enable refunds to take place.

**Action DPT200727/1: Callum Chainey and Neville Hartnell**

Trustees asked Callum and Neville if either of the Clubs had lost any income due to the closure of the Pavilion. It was confirmed that both clubs had lost income and it was **agreed** that the Cricket and Football Clubs would send details of any losses to the Clerk, to include details of any income generated during the same period in 2019-20 for comparison.

**Action DPT200727/2: Callum Chainey and Neville Hartnell**

**RESOLVED:** It was proposed and unanimously agreed to refund the Cricket and Football Clubs for the costs they had incurred in making the Pavilion ready to re-open in line with Government CV-19 guidelines, on receipt of invoices or receipts. It was further unanimously agreed to review any lost income details and to refund these amounts too.

**DPT005: To receive the Clerk's financial statement for the year ending 31<sup>st</sup> March 2020.**

The Clerks explained aspects of the financial statement.

**RESOLVED:** It was proposed and unanimously agreed to approve the financial statement as presented.

**DPT006: To note that the electricity bill for the Pavilion has gone up significantly since 2017-18 and to consider how to assist the Cricket and Football Clubs in this respect.**

There was a discussion about possible reasons for the increase in electricity costs. The Clerk confirmed that meter readings were taken and submitted monthly. The Clerk was instructed to look back over past electricity bills to try and identify any increases in usage.

**Action DPT200727/3: Town Clerk**

The Clerk reported that the electricity account had been in credit and she had arranged for £500 to be refunded to the Trust. This amount could be deducted from the Cricket and Football Club contributions for 2019-20. Nick Weeks suggested that some of the electricity bill could be offset by the SSDC Business Continuity grant. The Clerk was instructed to add this issue to the next Properties and Infrastructure agenda.

**Action DPT200727/4: Town Clerk**

**DPT007: To note that the Football Club wishes to replace the dug-out with a larger structure and to install a rail along the western boundary of the DP Field.**

**Noted.** The Clerk had sought pre-planning advice from SSDC and had ascertained that planning permission was not needed for the rail. However, a planning application would have to be submitted for the larger dug-out and the Clerk was working with the Football Club on this.

**DPT008: Matters arising not detailed elsewhere on the agenda:** Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting.

Trustees noted that the CV-19 measures put in place by the Cricket and Football Clubs was excellent and thanked them for their work.

Neville Hartnell reported anti-social behaviour and vandalism that had taken place at the Pavilion and DP Field. Metal sheeting had been removed from the dug-out, the flagpole had been removed and external components of a chiller unit had been damaged. This had been reported to the Police via the 101 number and directly to the Neighbourhood Team.

The Clerk was instructed to chase up the results of recent legionella test.

**Action DPT200727/5: Town Clerk**

The Clerk was instructed to take steps to move forward with the new Pavilion project.

**Action DPT200727/6: Town Clerk**

**DPT009: Date of the next meeting and any suggested agenda items**

It was **agreed** that the next meeting of the Trust would be the AGM and would take place on Monday 28<sup>th</sup> September.

**The meeting ended 19:01.**

DRAFT