

MICKLEFIELD RECREATION GROUND (REGISTERED CHARITY NO. 523780)

MINUTES OF THE ANNUAL MEETING OF THE TRUSTEE HELD ON MONDAY 16 MAY 2022

MEMBERS PRESENT: Cllr J L Auty, Cllr D Brown, Cllr J A Crossley, Cllr R M Czwarno, Cllr P Meir and Cllr E A Robertson

IN ATTENDANCE: J L Hebden, Clerk to Micklefield Parish Council

The meeting opened at 7.34pm and was chaired by the chairman, Cllr J A Crossley.

22/01 – DISCLOSABLE INTERESTS

There were no disclosures of any disclosable pecuniary interests or any other significant interests for the purposes of the Localism Act 2011, s31 and the Councillor Code of Conduct para 9 and Appendix B paras 4 – 9.

22/02 – DISPENSATION REQUESTS

No dispensation requests received by the Clerk prior to the meeting.

22/03 - APOLOGIES

22/03/1 – RECEIPT

Members received apologies for absence from Cllr N Duff and Cllr G A Rycroft.

22/03/2 – REASONS

No reasons for absence were required to be approved.

22/04 – EXCLUSION OF THE PUBLIC

There were no items requiring the exclusion of the public.

22/05 – MINUTES OF THE MEETING HELD ON MONDAY 21 MARCH 2022

Proposed by Cllr R M Czwarno

Seconded by Cllr J L Auty

RESOLVED by unanimous vote that the minutes of the meeting held on Monday 21 March 2022 are an accurate record. The chairman signed the minutes for verification.

22/06 – MATTER ARISING FROM THE MINUTES OF THE MEETING HELD ON MONDAY 21 MARCH 2022

There were no matters arising from the minutes of the meeting held on Monday 21 March 2022.

22/07 - ANNUAL ACCOUNTS

22/07/1 – APPROVAL

Proposed by Cllr J A Crossley

Approved_18th_July_2022

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Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to approve the accounts for the financial year ending 31 March 2022.

22/07/2 – ANNUAL BANK RECONCILIATION

Members noted the bank reconciliation for the financial year ending 31 March 2022.

22/07/3 – INDEPENDENT EXAMINER’S REPORT

Members noted the Independent Examiner’s Report on the charity’s accounts for the financial year ending 31 March 2022.

22/07/4 - RECEIPTS AND PAYMENTS ACCOUNTS SUBMISSION

Members noted that the Trustee did not need to submit its full receipts and payments accounts to the Charity Commission as the Charity’s income was below £25,000.00 for the financial year ending 31 March 2022.

22/07/5 – ANNUAL RETURN

Members noted that the Trustee did not need to submit a full annual return to the Charity Commission as the Charity’s income was below £10,000 for the financial year ending 31 March 2022.

22/08 - FINANCE

22/08/1 – ACCOUNTS FOR PAYMENT

Proposed by Cllr R M Czwarno

Seconded by Cllr J L Auty

RESOLVED by unanimous vote to approve the accounts for payment.

Bulb - Electricity	16.00
Brambledown Landscape Services Ltd. - Quarterly Play Inspection x 2	207.67
R F Entwistle - Independent Audit of Accounts	300.00
TOTAL	523.67

22/08/2 – BANK RECONCILIATION

Members noted a bank reconciliation to 29 April 2022.

22/09 - HEIGHT RESTRICTION BARRIER

22/09/1- UPDATE

Members received an update on the installation of a height restriction barrier at the entrance from Great North Road. An advance payment had been made prior to fabrication, which was now complete and the barrier was being powder coated. A purchase order had been sent to Brambledown Landscape Services for installation.

22/10 - 4 & 5 RAILWAY COTTAGES

22/10/1 – ELECTRICITY

Members noted electricity statements (estimated use) for the period 3 March to 2 April and 3 April to 2 May 2022 and that the account in debit.

22/10/2 - PAYMENT

Members noted that the monthly direct debit would increase to £16.00 from 3 June 2022.

22/10/3 – EICR AND FLOODLIGHTS

Members received an update on the EICR and repair of the external floodlights. The work was due to be undertaken on 31 May.

22/11 - FOOTBALL PITCH AND LETTINGS

22/11/1 – SEASON LETTINGS

Members received an update on the season lettings. The current letting had ended and Garforth Rangers had informally confirmed that it required its current lettings for the coming season.

22/11/2 – TERMS AND CONDITIONS

Members reviewed the terms and conditions of seasonal lettings. No amendments were proposed.

22/11/3 – FEES

Members reviewed the letting fees.

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to increase the letting fees by 6.2% (the CPIH rate in March 2022, published in April 2022).

22/12 - LOWER PECKFIELD LANE

22/12/1 – ‘NO PARKING’ SIGNS

There was no update on the provision of ‘No Parking’ signs on the access gates on Lower Peckfield Lane.

22/13 - ACCESS

22/13/1 – MEETING WITH LCC OFFICERS

There was no update on a meeting with Leeds City Council officers regarding disabled access requirements for parks.

22/13/2 – WORKING GROUP

Members noted the Department for Transport Inclusive Mobility Guide and Leeds City Council’s current access controls (The Leeds Quadruple Access Controls).

(i) Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote to form a working group to:

(a) consider the Department for Transport Inclusive Mobility Guide and its implications for access to and use of Micklefield Recreation Ground

(b) have a meeting with Leeds City Council officers regarding the requirements

(c) formulate a set of recommendations for consideration

(ii) Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

RESOLVED by unanimous vote that the working group members are Cllr J A Crossley, Cllr P Meir and Cllr G A Rycroft.

22/14 -MUGA/WILDFLOWER MEADOW

22/14/1 – MUGA UPDATE

Members noted no change to the condition of the MUGA.

22/14/2 – WILDFLOWER MEADOW

Cllr D Brown gave a report on the wildflower meadow. It was looking healthy, with lots of vegetation and the cutting regime had worked well.

22/14/3 – STORAGE BUILDINGS

There was no update on the Scouts' use of the storage buildings.

22/15 - TREES

22/15/1 – ABORICULTURAL SURVEY

There was no update on the commissioning of an aboricultural survey of the trees in Micklefield Recreation Ground.

22/15/2 – STORM DAMAGED TREE

There was no update on the removal of the storm damaged tree on the southern perimeter for health and safety reasons but the Clerk advised members that though the tree needed removing in time, the risk presented was not imminent.

22/15/3 – PRUNING

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwaro

RESOLVED by unanimous vote to approve the pruning of the trees/shrubs around the wildflower meadow to aid pedestrian access.

22/16 - DIAMOND JUBILEE PLAY AREA AND SKATE PARK

22/16/1 – BIKE RACK

There was no update on the installation of a bike rack in the skate park/play area.

22/17 - CAR PARK

22/17/1 ENTRANCE SIGN

There was no update on the provision of an entrance sign.

22/18 - YOUTH SHELTERS

22/18/1 – UPDATE

Members noted that there was no change to the condition of the youth shelters.

22/19 – ITEMS FOR DISCUSSION AND REQUESTS FOR AGENDA ITEMS

There were no items for discussion. The following agenda item was requested:

- To approve a larger prune of the trees overhanging the wildflower meadow

21/20 – NEXT MEETING

Members noted that the next meeting of the Trustee would be held on Monday 18 July 2022, in the I.T. suite of Micklefield Youth and Adult Centre (The Old Fire Station, Great North Road, to commence at 7.30pm.

The meeting closed at 9.20pm.

Signed: (Chairman)

Date:

Joanne Hebden
Clerk to the Council
Micklefield Parish Council
(Sole Trustee of Micklefield Recreation Ground Charity)

6 Churchville Avenue
Micklefield
LEEDS
LS25 4AS
0113 2875829
clerk@micklefield-pc.gov.uk