

# MICKLEFIELD RECREATION GROUND (REGISTERED CHARITY NO. 523780)

**NOTICE IS HEREBY GIVEN OF THE  
ANNUAL MEETING OF THE TRUSTEE  
TO BE HELD ON MONDAY 15 MAY 2023  
7.30PM, MICKLEFIELD YOUTH AND ADULT CENTRE, THE OLD FIRE  
STATION, GREAT NORTH ROAD, LS25 4AF**

This meeting is open to the public

Members of Micklefield Parish Council are summoned to attend this meeting.

Signed: Clerk to the Parish Council Date: 10<sup>th</sup> May 2023

## AGENDA

**23/01 To disclose or draw attention to any disclosable pecuniary interests and any other significant interests that the member wishes to declare in the public interest, for the purposes of the Localism Act 2011, s31 and the Members' Code of Conduct, paras 9-14**

**23/02 To consider any dispensation requests received by the Clerk prior to the meeting**

### **23/03 APOLOGIES**

**/1 To receive apologies for absence**

**/2 To approve reasons for absence**

**23/04 To consider items requiring the exclusion of the public**

**23/05 To approve the minutes of the meeting held on Monday 20 March 2023 (attached)**

**23/06 To note matters arising from the minutes of the meeting held on Monday 20 March 2023**

### **23/07 ANNUAL ACCOUNTS**

**/1 To approve the accounts for the financial year ending 31 March 2023 (attached)**

**/2 To note the bank reconciliation for the financial year ending 31 March 2023 (attached)**

**/3 To note the Independent Examiner's Report on the charity's accounts for the financial year ending 31 March 2023 (attached)**

**/4 To note that the Trustee does 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 2023**

**/5 To note that the Trustee does 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 2023**

**/6 To note that Yorkshire Internal Audit Services will no longer be undertaking audit services commencing with the 2023/24 financial year**

### **23/08 FINANCE**

**/1 To approve the accounts for payment (attached)**

**/2 To note a bank reconciliation to 30 April 2023**

### **23/09 HEIGHT RESTRICTION BARRIER**

**/1 To consider giving the height restriction barrier code to recreation ground user groups**  
**/2 To note that large vehicles are avoiding the barrier by diverting onto the old school site and accessing the road through the gap between the trees**

**/3 To consider ways to prevent the use of the old school site to access the recreation ground**

### **23/10 4 & 5 RAILWAY COTTAGES**

**/1 To note that the charity's electricity account has migrated to Octopus Energy**

**/2 To note that statements will only be sent once every three months unless a meter reading is received in the interim**

**/3 To note that monthly bills are now paid in arrears by variable direct debit**

**/4 To note the account is £16.56 in credit**

**/5 To receive an update on the availability of hot water and the repair of the immersion heaters**

**/6 To receive an update on the installation of a defibrillator unit in the changing rooms (owned and maintained by Garforth Rangers AFC)**

**23/11 FOOTBALL PITCH AND LETTINGS**

**/1 To receive an update on the season lettings**

**/2 To review the terms and conditions of seasonal lettings and agree any amendments (attached)**

**/3 To review the letting fees and agree any changes (attached)**

**23/12 CAR PARKS**

**/1 To receive an update on the provision of an entrance sign**

**/2 To note that a purchase order for the repair of the potholes in the road/parking area was sent on 19 April 2023 (purchase order attached)**

**23/13 LOWER PECKFIELD LANE**

**/1 To receive an update on the provision of 'No Parking' signs on the access gates on Lower Peckfield Lane**

**23/14 ACCESS**

**/1 To receive an update on the scheme to improve access**

**23/15 MUGA/WILDFLOWER MEADOW**

**/1 To receive an update on the condition of the MUGA**

**/2 To receive an update on the wildflower meadow**

**/3 To receive an update on the Scouts' use of the storage buildings**

**/4 To receive an update on the reduction of the shrubs and trees between the wildflower meadow and Diamond Jubilee Play area**

**23/16 TREES**

**/1 To receive an update on the commissioning of an arboricultural survey of the trees in Micklefield Recreation Ground**

**/2 To receive an update on the removal of the storm damaged tree on the southern perimeter for health and safety reasons**

**/3 To receive an update on the crown lifting to 4m of trees on the northern edge of the wildflower meadow perimeter footpath**

**23/17 DIAMOND JUBILEE PLAY AREA AND SKATE PARK**

**/1 To receive an update on the installation of a bike rack in the skate park/play area**

**/2 To note the quarterly maintenance inspection report (attached)**

**23/18 YOUTH SHELTERS**

**/1 To receive an update on the condition of the youth shelters**

**23/19 To consider providing recycling points (for clothing, batteries, electrical equipment etc.) in the recreation ground**

**23/20 Items for discussion and requests for agenda items**

**23/21 To note that the next meeting will be held on Monday 17 July 2023, in the I.T. suite of Micklefield Youth and Adult Centre (The Old Fire Station, Great North Road, to commence at 7.30pm**

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

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