

# **MICKLEFIELD RECREATION GROUND (REGISTERED CHARITY NO. 523780)**

## **MINUTES OF THE MEETING OF THE TRUSTEE HELD ON MONDAY 18 MARCH 2024**

**MEMBERS PRESENT:** Cllr J L Auty, Cllr J A Crossley, Cllr R M Czwarno, Cllr P Meir ad Cllr E A Robertson

**In Attendance:** J L Hebden, Clerk to Micklefield Parish Council

The meeting opened at 7.30pm and was chaired by the chairman, Cllr J A Crossley.

### **23/98 – DISCLOSABLE INTERESTS**

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

### **23/99 – DISPENSATION REQUESTS**

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

### **23/100 - APOLOGIES**

#### **23/100/1 – RECEIPT**

Members received apologies for absence from Cllr D Brown, Cllr N Duff, Cllr G A Rycroft and Cllr G E Whysall.

#### **23/100/2 – REASONS**

Members noted reasons for absence.

### **23/101 – EXCLUSION OF THE PUBLIC**

There were no members of the public present, but members noted that item 23/104/1 (To consider two quotations for the audit of the accounts for the financial year ending 31 March 2024 and appoint an auditor) would require their exclusion should any arrive.

### **23/102 – MINUTES OF THE MEETING HELD ON MONDAY 15 JANUARY 2024**

Proposed by Cllr R M Czwarno

Seconded by Cllr J L Auty

**RESOLVED by unanimous vote that the meeting held on Monday 15 January 2024 is an accurate record.** The chairman signed the minutes for verification.

### **23/103 – MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON MONDAY 15 JANUARY 2024**

There were no matters arising from the minutes of the meeting held on Monday 15 January 2024.

## **23/104 - FINANCE**

### **23/104/1 – ANNUAL AUDIT**

Members received and discussed two quotations for the audit of the accounts for the financial year ending 31 March 2024.

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

**RESOLVED by unanimous vote to appoint Wyatt and Co. Chartered Accountants to undertake the audit of the accounts for the financial year ending 31 March 2024.**

### **23/104/2 – ACCOUNTS FOR PAYMENT**

Proposed by Cllr R M Czwarno

Seconded by Cllr P Meir

**RESOLVED by unanimous vote to approve the accounts for payment:**

<b>Octopus Energy - Electricity</b>	<b>48.97</b>
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<b>TOTAL</b>	<b>48.97</b>
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The Chairman and Treasurer signed the payments schedule for verification.

### **23/104/3 – BANK RECONCILIATION**

Members noted a bank reconciliation to 29 February 2024.

### **23/104/4 – OUTSTANDING INVOICE**

Members noted that an invoice for the emptying of the septic tank remained outstanding at 29 February 2024.

Proposed by Cllr J A Crossley

Seconded by P Meir

**RESOLVED by unanimous vote that the outstanding invoice for the emptying of the septic tank is sent by Special Delivery.**

## **23/105 - 4 & 5 RAILWAY COTTAGES**

### **23/105/1 – ELECTRICITY BILLS**

Members noted electricity bills for the period 1 January to 29 February 2024 and that the account was £6.99 in credit.

### **23/105/2 – IMMERSION HEATERS**

The Clerk gave an update on the repair of the immersion heaters. She had contacted several plumbers via Checkatrade, had received responses from two and was waiting for quotations.

### **23/105/3 – DEFIBRILLATOR**

Cllr P Meir reported that he had emailed Garforth Rangers twice and received no response. Members noted that time was running out for the club to be able to claim the free defibrillator.

## **23/106 - FOOTBALL PITCH AND LETTINGS**

### **23/106/1 – 2023/24 SEASON LETTINGS**

Members received an update on the 2023/24 season lettings.

## **23/107 - CAR PARKS**

### **23/107/1 – ENTRANCE SIGN**

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

### **23/107/2 – DISCLAIMER SIGN**

Members received advice from the Parish Council's insurers regarding liability and liability disclaimer signs.

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwaro

**RESOLVED by unanimous vote that the Clerk sources a suitable aluminium, A3 size liability disclaimer sign.**

### **23/107/3 – CAR PARK VEGETATION**

The Clerk gave an update on the strimming/cutting down of the vegetation around the enclosed car park inner perimeter. A purchase order had been sent and the Clerk had re-contacted the contractor about a timescale for the work.

### **23/107/4 – MAINTENANCE REGIME**

Members discussed a maintenance regime for the vegetation on the inner perimeter of the car park. They agreed that two strims a year, in April and October, should suffice but would agree a formal regime after the primary cut had been undertaken.

### **23/107/5 – THIRD PARTY USE**

There was no update on a request from Northern Powergrid, on behalf of Network Rail, to allow train station users to use the recreation ground car park for the duration of electrical works that will restrict access to the train station car park.

## **23/108 - LOWER PECKFIELD LANE**

### **23/108/1 – 'NO PARKING' SIGN**

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

## **23/109 - ACCESS**

### **23/109/1 – SCHEME**

Members noted that improving inclusive access to the recreation ground facilities had been agreed as a project for CIL spending by the Parish Council and that the creation of a scheme should be passed to the Parish Council.

## **23/110 - MUGA/WILDFLOWER MEADOW**

### **23/110/1 – MUGA**

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

### **23/110/2 – WILDFLOWER MEADOW**

Members received an update on the wildflower meadow.

## **23/110/3 – STORAGE BUILDINGS**

Members received an update on the Scouts' use of the storage buildings.

## **23/111 - TREES**

### **23/111/1 – CROWN-LIFTING**

Proposed by Cllr J A Crossley

Seconded by Cllr R M Czwarno

**RESOLVED by unanimous vote to lop the trees and undertake selective crown-lifting of the trees on the eastern perimeter of the wildflower meadow.**

### **23/111/2 – ARBORICULTURAL SURVEY**

Cllr J A Crossley reported that he would circulate copies of the reports of arboricultural surveys already undertaken on the southern and north-western boundaries.

### **23/111/3 – STORM DAMAGED TREE**

The Clerk gave an update on the removal of the storm damaged tree on the southern perimeter for health and safety reasons. She had contacted Network Rail's Asset Management team to explain the problem, with accompanying photos.

### **23/111/4 – SURVEY FREQUENCY**

Members received further information regarding the frequency of arboricultural surveys as part of tree risk management.

## **23/112 - DIAMOND JUBILEE PLAY AREA AND SKATE PARK**

### **23/112/1 – BIKE RACK**

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

## **23/113 - YOUTH SHELTERS**

### **23/113/1 – CONDITION**

Members noted no change to the condition of the youth shelters.

## **23/114 – ITEMS FOR DISCUSSION AND REQUESTS FOR AGENDA ITEMS**

Cllr P Meir queried the electrical connection to the old bowling green buildings and the fabricator of the MUGA fencing.

There were no requests for agenda items.

## **23/115 – NEXT MEETING**

Members noted that the next meeting would be the annual meeting and would be held on Monday 20 May, 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 9.21pm.

Signed:

(Chairman) Date:

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

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