

## KING GEORGE'S FIELD CHARITY

Minutes of the meeting of the **Sole Trustee** of the King George V Field Charity (Ferndown) held on **Monday 16 November 2020** at 7.00pm via Zoom due to Covid 19 restrictions.

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### ATTENDANCE LIST

Chairman of the Sole Trustee: Cllr Mrs J Robinson  
Vice Chairman of the Sole Trustee: Cllr J L Baxter

Councillors: Cllrs: J L Baxter, T J Cordery, S M Fleetham, P Hanson Graham, C Lugg, M Parkes, J Robinson, K Stamp, and L R Wilson.

Officers: Louise Harrison (Administrator), Kate Osborne (Clerk)

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<b>068</b>	<b>Election of Chairman</b>  It was noted that the Mayor was the Chairman of the Sole Trustee by default. The Administrator explained that it had been placed on the agenda so that the positions of Chairman and Vice Chairman are minuted as this had not occurred this civic year due to the cancellation of the May meeting. It was agreed this would be included on the agenda for the next meeting in May 2021.
<b>069</b>	<b>Election of Vice Chairman</b>  See above.
<b>070</b>	<b>Apologies</b>  Apologies were received from Cllrs Miller & Worth.  Cllr Parkes proposed that the apologies for absence be accepted, seconded by Cllr Fleetham and agreed by all.  <b>Resolved - apologies for absence from Cllr's Miller and Worth were accepted.</b>  Cllrs Adkins, Flay, Stickley, Wellstead & Willis were absent without apology.

<b>071</b>	<b>Declarations of interest and dispensations</b>  Cllrs Lugg, Parkes & Robinson declared at interest as Dorset Councillors under item 15 as it related to Dorset Council land.
<b>072</b>	<b>Public Participation</b>  None
<b>073</b>	<b>Minutes of the meeting held on 4 November 2019</b>  It was proposed by Cllr Parkes that the minutes of the meeting held on 4 November 2019 be agreed as a true and accurate record of proceedings and be duly signed by the Chairman when appropriate, seconded by Cllr Hanson Graham and agreed by all.  <b>Resolved - the minutes of the meeting held 4 November 2019 were agreed as a true and accurate record of proceedings and were to be duly signed by the Chairman when appropriate.</b>
<b>074</b>	<b>Minutes of the KGV Management Committee</b>  The Sole Trustee noted the minutes and resolutions of the King George V Management Committee meetings held on 14 November 2019, 20 January 2020, 26 February 2020, 26 May 2020, 14 July 2020, 11 August 2020, 23 September 2020 and 27 October 2020
<b>075</b>	<b>Review the King George's Field Charity's constitution and COVID 19</b>  The Administrator explained that she had checked the Charity's constitution to ensure the Charity was compliant with regards to holding meetings during the Covid-19 pandemic and was happy to confirm that it was compliant.
<b>076</b>	<b>Task &amp; Finish Group Update</b>  As Chairman of the Task & Finish Group, Cllr Mike Parkes provided an update. The project was nearing completion with the refurbishments to the pavilion, tennis courts and play area completed. The remaining work to be completed included upgrading the CCTV, external signage and updating the heating to those areas of the building that have not been refurbished.  It was noted that work had commenced on the new wheelpark which would be completed before the end of the year.
<b>077</b>	<b>Internal Auditor 2021/2022</b>  The Administrator recommended continuing using the same auditor for the Charity's 2021/22 audit.

Minutes of King George V Field Charity (Ferndown) Sole Trustee Meeting 16 November 2020

Signed as a true and accurate record ..... Chairman, King George V Charity on .....

	<p>A trustee highlighted that it was good practice to review auditor arrangements regularly and the Charity had not done this for some time.</p> <p>It was proposed by Cllr Parkes that the Charity's auditor be reviewed for the 2021/22 financial year or subject to the end date of the current auditor's contract, seconded by Cllr Hanson Graham and agreed by all.</p> <p><b>Resolved</b> - the Charity's auditor be reviewed for the 2021/22 financial year or subject to the end date of the current auditor's contract.</p>
<p><b>078</b></p>	<p><b>Finance matter</b></p> <p>(i) To note the current budget comparison report as of 31 October 2020.</p> <p>Trustees acknowledged that the restrictions imposed by the Covid-19 pandemic had had an impact on the Charity's income and that there would be a deficit for 2020/21 in the region of £25,000.</p> <p>The Trustees were mindful of the impact this may have on next year's budget and the grant amount the Charity will request from the Town Council. The Administrator would report back to the Management Committee with a proposed 2021/22 budget.</p> <p>(ii) To note recommendations for the proposed budget for 2021/2022 including hire room rates.</p> <p>The proposed budget for 2021/22 was noted. This was yet to be agreed by the KGV Management Committee.</p> <p>(iii) To note the appointment of an external HR consultant and new accounts and bookings software package.</p> <p>The appointments were noted.</p> <p>(iv) To note the updated movements of all permanent endowments to the Churches, Charities and Local Authorities (CCLA) Property Fund.</p> <p>The movements of all permanent endowments were noted.</p> <p>(v) Update on the outstanding insurance claim.</p> <p>The Administrator advised that a pre-trial review will take place on 16 December 2020 and, if it proceeds to trial, it will take place between 28-29 January 2021.</p> <p>To date, liability has been denied on the basis that the play equipment in question was in good, safe working condition. The Charity's solicitor has advised that we have a good defence, on paper. However, the chances of success would be weakened if the witnesses refuse to</p>

	<p>attend trial.</p> <p>(vi) Insurance cover review 2021/2022.</p> <p>The Administrator advised that she had been in contact with the Charity's insurer, Zurich, to check that the figures reflect the post refurbishment valuations. She was waiting to hear back from the account manager.</p>
<b>079</b>	<p><b>Tennis Licence</b></p> <p>Trustees were advised that the licence with Ferndown Tennis Club had yet to be finalised despite many meetings with the Club who were now questioning whether the agreement constituted a licence.</p> <p>A meeting with the Tennis Club had ben arranged to finalise the matter.</p>
<b>080</b>	<p><b>Exempt Business</b></p> <p>It was proposed by Cllr Fleetham that the public be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 because there were staffing and land matters to be discussed, seconded by Cllr Lugg and agreed by all.</p>
<b>081</b>	<p><b>Staff review update</b></p> <p>The Administrator highlighted a staffing matter relating to the personal injury claim against the Charity which was discussed earlier in the meeting. It was agreed that further legal advice would be obtained.</p> <p>The Administrator explained that she had been instructed to undertake a review of Town Council staff and that KGV staff had formed part of this review. So far, the review had identified 2 options for the KGV staff structure which would improve management of the facilities and this would be put forward to the KGV Management Committee.</p>
<b>082</b>	<p><b>Request for land use/transfer</b></p> <p>(i) Usage of land</p> <p>The Administrator explained she had been contacted by a firm of solicitors on behalf of Ferndown First School regarding the potential change of use of the land they use adjoining KGV land. She had requested further clarification but this had not yet been received in time for the meeting. The Administrator would report back as soon as she has received further information.</p>

	<p>(ii)     Transfer land</p> <p>Trustees considered a report outlining the land swap request from Dorset Council relating to a piece of KGV land currently leased to Dorset Council. It included a summary of a response from the Charity’s solicitor who recommends this request be considered carefully by the Charity. A key question for the Trustees to consider was whether the proposed swap was in the interest of the Charity and its constitutional objectives.</p> <p>The Trustee agreed to consider the legal advice further and to defer a decision until Dorset Council had concluded its review of leisure centre assets in Spring 2021.</p> <p>It was proposed by Cllr Parkes that the decision be deferred, seconded by Cllr Lugg and agreed by all.</p> <p><b>Resolved</b> – that the Charity defers the decision relating to the land swap request and the Administrator would respond appropriately to the Dorset Council officer.</p>
083	<p><b>Close of meeting and date of next meeting</b></p> <p>Date of next meeting was noted.</p> <p>The meeting closed at 8.02pm.</p>