



## **CHARITIES COMMITTEE**

Date: Tuesday, 19th October, 2010  
Venue: Committee Room, Council Offices,  
Kirkby in Ashfield at 6.00 p.m.

You are hereby requested to attend a meeting of the above Committee to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the agenda set out below.

**P.G. MARSHALL**  
*Chief Executive*

### **MEMBERSHIP**

A. Brown (Chairman)  
L.J. Cooper  
D.M. Parker  
R.J. Sears-Piccavey  
Mrs. M. Thorpe

### **AGENDA**

1. To receive apologies for absence, if any.
2. Declarations of interest by Members and Officers.
3. To take as read and approve as a correct record the minutes of the meeting of the Charities Committee held on 16th February, 2010.
4. Teversal Community Centre and Recreation Ground Trust ("Teversal Grange") Charity Number 522310 (Pages 4 to 23).
5. Any other business considered by the Chairman to be urgent.

## **DECLARATIONS OF INTERESTS**

There are two types of interests ***Personal*** and ***Personal and Prejudicial***.

Upon receipt of the attached agenda and reports you are urged to carefully read each item and determine whether you have an interest in any of them.

A standing item appears on every agenda in respect of interests and you should declare your interest at this stage in the proceedings. However, if you do not do so and it occurs to you during the discussion on the item that you should have declared an interest you must declare the matter as soon as it becomes apparent.

The following is a summary which has been prepared to assist you in deciding at the meeting whether you have an interest. It is not intended to be in substitution for the full provisions of the Code of Conduct which is contained in Part 5 of the Constitution.

### **Personal Interests**

You have a personal interest in any business of the Authority where it relates to or is likely to affect:-

- (a) an interest that you must register
- (b) an interest that is not on your register but where the well-being or financial position of you, members of your family, or people with whom you have a close association is likely to be affected by the business of your Authority more than it would affect the majority of inhabitants of the ward affected by the decision .

If the personal interest arises because of your membership of another public body, you only need to declare it if you intend to speak.

### ***Action to be taken – personal interests***

You must disclose to the meeting the existence of the interest and the nature of the interest. You may remain in the meeting, take part in the discussion and vote on the matter.

### **Personal and Prejudicial Interests**

Your personal interest will also be a prejudicial interest in a matter if all of the following conditions are met:-

- (a) the matter does not fall within one of the exempt categories of decisions.
- (b) the matter affects your financial interests or relates to a licensing or regulatory matter
- (c) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgement of the public interest.

**A prejudicial interest is a matter of judgement for each member.**

### ***Action to be taken Personal and Prejudicial Interests***

You must

- declare existence and nature
- withdraw from the room
- not seek improperly to influence a decision on the matter

If you have both a personal and prejudicial interest you must not debate or vote on a regulatory or financial matter, but you do have the same right to speak as a member of the public. However, you will be required to leave the room during the debate and vote.

If you feel that you have an interest you must then determine whether your interest is personal or personal and prejudicial.

If you are in any doubt you are urged to contact Ruth Dennis or the Democratic Services Section, preferably in advance of the meeting to discuss the matter. It would be even more helpful if details of your particular circumstances could be emailed so that a written response can be provided.

**AGENDA ITEM: 4.**

**REPORT TO: CHARITIES COMMITTEE                      DATE: 19TH OCTOBER, 2010**

**HEADING: TEVERSAL COMMUNITY CENTRE AND RECREATION GROUND TRUST (“TEVERSAL GRANGE”) CHARITY NUMBER 522310**

**REPORT BY: CHIEF EXECUTIVE OFFICER**

**KEY DECISION: NO                      SUBJECT TO CALL-IN: NO**

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**PURPOSE OF REPORT:**

To inform Members of further progress made in respect the Teversal Community Centre and Recreation Ground Trust [Teversal Grange] Charity Number 522310 and to decide issues requiring reference to the Charities Committee.

**IMPLICATIONS:**

- 1. Corporate Plan:**  
People and Communities – ASPIRE, PRIDE, RESPECT  
The Council aims to help individuals’ live healthier and more fulfilling lives and has the specific objective of making available appropriate leisure provision to support active lifestyles.
- 2. Human Resources:**  
There are no human resources implications.
- 3. Legal:**  
Contributed to the preparation of the report.
- 4. Financial:**  
Any expenditure highlighted is from Trust funds and not from the Council’s revenue or capital budgets.
- 5. Environmental/Sustainability:**  
Users of the various facilities should be encouraged to reduce their carbon footprint.
- 6. Diversity/Equality:**  
There are no direct diversity or equality opportunities implications.
- 7. Community Safety:**  
With reference to Section 17: Crime and Disorder Act 1998 (as amended) there are no crime and disorder implications contained within the report.
- 8. Employees/Trade Unions (UNISON/GMB):**  
No comments.

## **RECOMMENDATION(S)**

1. That the progress as listed for the signing of the URRA's with the relevant groups be noted and approved.
2. That the progress as listed for the transfer of the Teversal Trails Visitors' Centre to the Trust be noted and approved.
3. That the progress as listed for the discussions with the Charity Commission regarding the draft Constitution be noted and approved.
4. That the minutes of the meetings of the Teversal Grange Advisory Committee held on Wednesday 24<sup>h</sup>. March 2010, Wednesday 19<sup>th</sup>. May 2010, 7<sup>th</sup>. July 2010 and 22<sup>nd</sup>. September 2010 and that the minutes of the annual general meeting of the Teversal Grange Advisory Committee held on Wednesday 7<sup>th</sup>. July 2010 be noted.
5. That the Estates Manager, in consultation with the Head of Community and Economic Promotion, be authorised to proceed with the renegotiation of the lease for the Teversal Grange Country Inn on the best terms possible for the Trust including discretion as regards the length of any lease negotiated.
6. That the cost of maintenance of the coal garden is borne by Ashfield District Council and included as part of the recharges for the management of the Trust for which the Trustee, Ashfield District Council, can currently claim a maximum of 25% of the Trust's income.

## **REASONS FOR RECOMMENDATION(S)**

To ensure relevant Charity Law is complied with. To ensure the Charity is efficiently and effectively managed in furtherance of the Charity's purposes.

## **ALTERNATIVE OPTIONS CONSIDERED (with reasons why not adopted)**

The Committee may consider alternative courses of action to those outlined in the report, however, retaining the current arrangements are not an option as these would expose the Council as Sole Trustee to potential breaches of Charity Law and any alternative must also comply with Charity Law.

## **TEVERSAL COMMUNITY CENTRE AND RECREATION GROUND TRUST ["TEVERSAL GRANGE"] CHARITY NUMBER 522310**

Members will be aware from the last meeting of this Committee that a number of issues were raised. The progress made and the recommendations suggested on those issues are as follows;

### **1. Users Rights and Responsibility Agreement [URRA].**

1.1. Work is continuing with the Assistant Chief Executive (Governance) and the Legal Section to get final copies of the URRA to the various groups for final signing. The groups are in the process of providing details of their constitutional arrangements and final terms are being agreed. It is difficult to place a timeframe on this piece of work as the Council is to some extent in the hands of the groups for them to provide their information, but Legal Services will continue to ensure these are completed as soon as possible.

## **2. Teversal Trail Visitors' Centre.**

2.1. Cabinet formally approved the transfer of the Teversal Trails Visitors' Centre to the Trust on 18<sup>th</sup> March 2010. The main recommendations accepted in respect of this transfer were;

2.1.1. That Ashfield District Council, subject to agreement by British Coal, transfer the Teversal Trails Visitors Centre to the Teversal Community Centre and Recreation Ground Trust [Teversal Grange] Charity Number 522310.

2.1.2. That the Head of Community and Economic Promotion, in consultation with the Assistant Chief Executive (Governance), be authorised to make minor amendments as necessary and then to proceed to finalise and complete any agreement as necessary including the authority to sign the documentation on behalf of the Council as Trustee as required in order to affect the transfer of the Teversal Trails Visitors Centre to the Teversal Community Centre and Recreation Ground Trust [Teversal Grange] Charity Number 522310.

2.2. Work is continuing with the Assistant Chief Executive (Governance) and the Legal Section to formalise the transfer.

2.3. It should be noted that whilst the formal transfer is being achieved that the Authority is still responsible for some outgoings at the Teversal Trails Visitors' Centre. The budget for 2010/2011 is £10,540.

## **3. Constitution.**

3.1. At the last Charities Committee, a proposed draft constitution was presented and a number of recommendations accepted, namely;

3.1.1. The proposed outline draft Constitution be approved subject to the removal of the suggestion that no Elected Members are representatives on the Teversal Trust Facilities Group (formerly the Teversal Grange Advisory Committee);

3.1.2. as a result of (i) [*sic*] above, the Head of Community and Economic Promotion, in consultation with the Assistant Chief Executive (Governance), be authorised to make minor amendments to the Constitution as necessary and then to proceed to enter into discussions with the Charity Commission regarding the draft Constitution and to report back to a future Committee regarding progress;

3.1.3. Council be advised at its annual meeting in May 2010 that any Members appointed as Council's representatives on the Teversal Grange Advisory Committee should not also sit as Members of the Charities Committee due to potential (ongoing) conflicts of interest.

3.2. Work is continuing with the Assistant Chief Executive (Governance) and the Legal Section to revise the constitution as agreed. Initial contact with the Charity Commission has been made and we await a response. Again, it is difficult to give an accurate picture as to timeframe as the Council is in the hands of the Charity Commission.

#### **4. Teversal Grange Advisory Committee.**

4.1. The minutes of the meetings of the Teversal Grange Advisory Committee held on Wednesday 24<sup>h</sup>. March 2010, Wednesday 19<sup>th</sup>. May 2010, 7<sup>th</sup>. July 2010 and 22<sup>nd</sup>. September 2010 and the minutes of the annual general meeting of the Teversal Grange Advisory Committee held on Wednesday 7<sup>th</sup>. July 2010 are attached at Appendix 1 for information.

4.2. The only matters for referral from these minutes concerns the discussions regarding the lease of the Teversal Grange Country Inn, which is dealt with at 5 below, and the maintenance of the Coal Garden, which is dealt with at 6 below.

#### **5. Teversal Grange Country Inn.**

5.1. The 21 year lease from Ashfield District Council to Roy Marshal and Mabel Marshall is up for renewal on the 19<sup>th</sup> February 2010. Under the Landlord and Tenant Act 1954, the lease if not ended by either party can be "held over" that is all terms will remain the same, until the lease is formally ended or renewed. Only once renewed will the new lease terms become valid.

5.2. A number of meetings have been held and the bulk of the discussions have centred on the current trading position and the cost of the lease. Examination of the accounts by the Estates Section does confirm that the current trading position is not as healthy as it was even some 18 months ago. This, allied with the difficulties in the licensed premise trade with public houses closing throughout the country, makes the maximising of the income difficult.

5.3. The discussions at the last Teversal Grange Advisory Group were such that it was suggested that the following terms be considered;

5.3.1. That the current lease cost of £29k per year remains i.e. at present no reduction in the cost of the lease is offered;

5.3.2. That the cost of the lease be reviewed annually, especially for the first 5 years, in order to react and benefit from any upturn in the market more quickly that the normal 5 or 7 year rent reviews.

5.3.3. That the lease includes some responsibility for the repair and maintenance of the shared car park;

5.3.4. That the lease be given for 10 years only.

5.4. In discussions with the Estates Manager, whilst the 5.3.1., 5.3.2. and 5.3.3. are sensible, there is concern that to only give a 10 year lease may result in the current lessee considering the return on any investment required, particularly as they have indicated that they would potentially agree to a further 21 year term. Notwithstanding whether a 10 year lease is given, unless the current lessee breaks the conditions of his lease, he can remain in the property beyond the 10 years under the Landlord and Tenant Act 1954.

5.5. The Estates Manager is of the opinion that, due to the current lessee's rights, that a 21 year lease is more appropriate, if achievable, as it gives security of income to the Trust for a longer period. There is a fine balance to be drawn when negotiating the new lease as it must be remembered that even a small reduction in income, although the views of some are that it should be increased, is better than no income at all as the current £29k received is effectively the only income that the Trust has to further its' charitable objectives.

5.6. It is therefore recommended that the Estates Manager, in consultation with the Head of Community and Economic Promotion, be authorised to proceed with the renegotiation of the lease for the Teversal Grange Country Inn on the best terms possible for the Trust including discretion as regards the length of any lease negotiated.

## **6. Coal Garden.**

6.1. An interpretive coal garden celebrating mining within the locality was installed on Trust land by Ashfield District Council in the mid to late 1990's. An extensive search of minutes for both the Recreation and Amenities Committee and the Policy and Resources Committee, the most relevant committees covering both the Trust and the heritage focus of the work at the time, can find no reference where any request or permission was sought.

6.2. Similar to the discussions and legal opinion surrounding that of the Teversal Trails Visitors' Centre, the coal garden irrefutably sits on Trust land and therefore the advice given when considering the transfer of the Teversal Trails Visitors' Centre that;

"Any buildings upon the land formed part of the Trust's assets". It is, therefore, clear that the Visitors' Centre is part of the Trust."

would equally apply to the coal garden and therefore the coal garden, notwithstanding that it was financed and built by Ashfield District Council, is now part of the Trust.

6.3. The maintenance of the area, which at present is undertaken by Ashfield District Council's Neighbourhood Services, is currently paid for by the Trust and costs approximately £1k per year.

6.4. Previously the area was maintained by the Probation Service but difficulties experienced with their workforce, a change in their focus to more projects based schemes rather than regular weekly maintenance and none of the organisations at the Trust willing to undertake the work with some financial recompense, led to the present situation.

6.5. The Teversal Grange Advisory Committee debated the issue and considered the following 4 options;

6.5.1. Option 1 - as Ashfield District Council installed the coal garden that they should pay for any ongoing maintenance costs.

6.5.2. Option 2 - that either one of organisations at the Trust or an organisation similar to the Probation Service take over the maintenance.

6.5.3. Option 3 - that no maintenance is undertaken and the area left to go "wild".



6.5.4. Option 4 - the status quo i.e. the Trust continue to contract someone to undertake the work, currently Ashfield District Council's Neighbourhood Services.

6.6. Option 2 was considered not achievable at this time and option 3 was considered undesirable given the great strides made in improving the area generally. The preference was clearly for option 1, primarily on the basis that the coal garden had actually been put in by Ashfield District Council.

6.6. It is therefore requested by the Teversal Grange Advisory Committee that the cost of maintenance of the coal garden is borne by Ashfield District Council and included as part of the recharges for the management of the Trust for which the Trustee, Ashfield District Council, can currently claim a maximum of 25% of the Trust's income.

NB: The maximum claim at present is £7250 representing 25% of the £29k lease rental for the Teversal Grange Country Inn. The actual cost of managing the Trust by Ashfield District Council, excluding the potential cost of maintaining the coal garden, is currently around £14k - £15k per year.

## **7. Recommendations.**

7.1. That the progress as listed for the signing of the URRA's with the relevant groups be noted and approved.

7.2. That the progress as listed for the transfer of the Teversal Trails Visitors' Centre to the Trust be noted and approved.

7.3. That the progress as listed for the discussions with the Charity Commission regarding the draft Constitution be noted and approved.

7.4. That the minutes of the meetings of the Teversal Grange Advisory Committee held on Wednesday 24<sup>h</sup>. March 2010, Wednesday 19<sup>th</sup>. May 2010, 7<sup>th</sup>. July 2010 and 22<sup>nd</sup>. September 2010 and that the minutes of the annual general meeting of the Teversal Grange Advisory Committee held on Wednesday 7<sup>th</sup>. July 2010 be noted.

7.5. That the Estates Manager, in consultation with the Head of Community and Economic Promotion, be authorised to proceed with the renegotiation of the lease for the Teversal Grange Country Inn on the best terms possible for the Trust including discretion as regards the length of any lease negotiated.

7.6. That the cost of maintenance of the coal garden is borne by Ashfield District Council and included as part of the recharges for the management of the Trust for which the Trustee, Ashfield District Council, can currently claim a maximum of 25% of the Trust's income.

**TEVERSAL GRANGE ADVISORY COMMITTEE - REGISTERED CHARITY NO 522310**  
**MINUTES OF MEETING HELD AT TEVERSAL FOOTBALL CLUB, WEDNESDAY 24<sup>TH</sup>**  
**MARCH 2010**

**1. Present.**

Councillor R. Buttery, Trustee Representative  
Councillor A. Wallis, Trustee Representative  
Councillor A. Patrick, Trustee Representative  
Mr F. Hickton, Teversal Cricket Club  
Mr P. Bucklow, Teversal Cricket Club  
Mr B Harby, Teversal Grange Bowls Club  
Mr C. Churm, Teversal Grange Bowls Club  
Mr S. Waudby, Teversal Football Club  
Mr K. Newton, Teversal Football Club  
Mr S. Stone, Teversal Trails' Visitors Centre  
Mr. P. Thorpe, Co-opted Member  
Mrs G. Brookes, Trustee Advisor  
Mr P. Talbot, Trustee Advisor  
Mr A. Redmond, Ashfield District Council

**2. Apologies for Absence**

Mr J. Boden, Teversal Football Club

**3. Development Advice and Control**

Alan Redmond from ADC Development Control clarified outstanding issues with regard to storage containers on the site.

3.1. One application was submitted in 2010 which covered all containers currently on the site - temporary permission was granted for three years up until 2013.

3.2. Planning policy deems that the containers are classed as temporary structures.

3.3. Permanent solutions to storage on the site should be considered in the next three years as some of the containers are in a poor state of repair and applications for these may be removed or would not be successful in the future.

3.4. A solution may be to enclose the containers with a more permanent structure but further planning applications would need to be submitted prior to any alterations.

**4. Minutes of meeting held 20<sup>th</sup> January 2010**

Agreed as correct.

**5. Matters Arising**

Cricket club garage break-in. Asset Management have placed an order to replace the damaged garage door.

**6. Finance**

6.1. Trust income and expenditure account as at 22 March 2010 distributed.

6.2. A discussion took place with regard to maintenance of the coal garden and resultant costs. It was agreed that the existing arrangements should continue.

## **7. Management Plan – Action Plan**

The action plan as at January 2010 was distributed and discussed and the following was agreed/noted.

Objective 1 – Reduce water charges to Trust.

Replacement meters to be installed on Trust water supplies – orders have been placed.

Objective 2 – Negotiate new lease agreement with Teversal Grange Restaurant.

Negotiations have taken place. ADC Estates to be invited to the next meeting.

Objective 3 – Car park development and maintenance.

Due to damage caused by severe winter a large area of the car park will be resurfaced during summers 2010. Awaiting quotes which will include road humps.

Objective 4 – Management of perimeter and shared areas around car park including coal garden.

Agreed to form sub-group to progress with the project to develop coal garden and possibly to incorporate play equipment – Peter Thorpe, Jed Stone, Fred Hickton, Cllr Wallis and Cllr Patrick agreed to be involved.

Objective 5 – Trust Review/Charities Committee Resolutions.

Charities Committee 16<sup>th</sup> February 2010 – it was agreed that the minutes arising from this meeting will be circulated to all members of the Advisory Committee.

Report and draft constitution was submitted to the Charities Committee in February 2010 – the Advisory Committee requested for the draft to be discussed at their next meeting.

Users Rights and Responsibilities agreement are currently with legal and will be sent out to all groups a.s.a.p.

Legionella Maintenance – A report including risk management options was considered by the Charities Committee. It was resolved that there would be no change to the current arrangements.

Objective 6 – Cricket Club Development.

Pre Application meeting held on 16 March with Building Control, issues identified with drains, disabled access

Objective 8 – Football Club Development.

Issues continue with regard to electricity supply, Gill to liaise with Kevin to try to resolve problems.

A 5 year development plan has been produced – to include hospitality suite, office block and all weather facilities on 3 G pitch and new catchnet fencing

Objective 9 – Teversal Visitors Centre Development

Report submitted to working cabinet 18<sup>th</sup> March 2010. Transfer agreed and legalities are now in progress.

Objective 10 – Resolve issues relating to all clubs/facilities.

The sports clubs and visitors centre inventories need to be submitted to either Paul or Gill by the next meeting.

## **8. Trust Event – 10<sup>th</sup> July 2010**

8.1. Four meetings have taken place and planning is progressing well.

8.2. The Visitors Centre has committed £1000 to the day and will put in a funding bid for £4,000 to pay for other activities.

8.3. Jed outlined the range of activities planned which included:

Kwik cricket, have a go bowling, football – help the heroes, sword/clog dancing, putting, youth bus, snug play equipment, SAT group, DATT, Surestart, stocks, tombola (CC), cake stall, heritage display, book stall (BC), raffle (FC), National Trust, Wildlife Trust, face painting, basket weaving, merry-go-round, art display, Play Forum, Quarrydale school choir and band, Sports development, bug search, police horses, walk.

8.4. Next event meeting 12<sup>th</sup> April 7pm.

## **9. Any other business**

9.1. Notts County Bowls Association is interested in using the Bowls Club facilities.

9.2. A calendar has been distributed via the internet clubs are requested to update it with their own information. Kevin asked for the date of the AGM to be included and relevant dates for submission of reports/accounts. Gill to action.

## **10. Date and time of next meeting**

Wednesday 19<sup>th</sup> May 2010 at 1.30pm a site inspection will be carried out after the meeting if representatives felt this was necessary.

**TEVERSAL GRANGE ADVISORY COMMITTEE - REGISTERED CHARITY NO 522310**  
**MINUTES OF MEETING HELD AT TEVERSAL FOOTBALL CLUB, WEDNESDAY 19<sup>TH</sup>**  
**MAY 2010**

**1. Present.**

Councillor R. Buttery, Trustee Representative  
Councillor A. Wallis, Trustee Representative  
Mr F. Hickton, Teversal Cricket Club  
Mr P. Bucklow, Teversal Cricket Club  
Mr B Harby, Teversal Grange Bowls Club  
Mr C. Churm, Teversal Grange Bowls Club  
Mr S. Waudby, Teversal Football Club  
Mr P. Thorpe, Co-opted Member  
Mrs G. Brookes, Trustee Advisor  
Mr P. Talbot, Trustee Advisor  
Mr M. Kirk, Ashfield District Council

**2. Apologies for Absence**

Councillor A. Patrick, Trustee Representative  
Mr J. Boden, Teversal Football Club  
Mr K. Newton, Teversal Football Club,  
Mr S. Stone, Teversal Trails' Visitors Centre,  
Mr. D. Young, Teversal Trails' Visitors Centre.

**3. Estates re: Negotiation of Lease**

3.1. The present situation with regard to the lease was discussed and it was suggested by the committee that the following terms be considered.

3.1.1. That the current lease cost of £29k per year remains i.e. at present no reduction in the cost of the lease is offered;

3.1.2. That the cost of the lease be reviewed annually, especially for the first 5 years, in order to react and benefit from any upturn in the market more quickly than the normal 5 or 7 year rent reviews;

3.1.3. That the lease includes some responsibility for the repair and maintenance of the shared car park;

3.1.4. That the lease be given for 10 years only.

**4. Minutes of meeting held 20<sup>th</sup> January 2010**

Agreed as correct.

**5. Matters Arising**

5.1. Derek Young has requested a copy of the planning policy for temporary structures. Trust representative will ask Ashfield District Council's Planning Department to forward this.

5.2. The cricket club garage door has now been replaced.

**6. Finance**

6.1. Trust income and expenditure account as at financial year end March 2010 and income and expenditure accounts 2010/2011 as at 05.05.10 were distributed.

6.2. The estimated costs of £18,000 for the relaying of part of the car park was discussed, the price includes speed humps at the entrance and re marking of the parking spaces. The work should be done either before or after the event on 10<sup>th</sup> July 2010. It was suggested that a kerb needs fitting at the top of Copsywood Close/Carnarvon Street. Trust Representatives would look at the possibility of incorporating this into the proposed work.

## **7. Management Plan – Action Plan**

The action plan as at May 2010 was distributed and discussed and the following was agreed / noted.

Objective 1 – Reduce water charges to Trust.

Replacement meters have now been fitted to the cricket club and bowls clubs facilities. Trust Advisors will advise ADC Asset Management that the Football Club meter still need to be replaced.

Objective 2 – Negotiate new lease agreement with Teversal Grange Restaurant.

See item 3 above.

Objective 3 – Car park development and maintenance.

See item 3 sub heading 3.1.3. and item 6 sub heading 6.2.

Objective 4 – Management of perimeter and shared areas around car park including coal garden.

The sub group met on 12<sup>th</sup> May – a report will be prepared for the next meeting.

Objective 5 – Trust Review/Charities Committee Resolutions.

The minutes of the Charities Committee Meeting 16<sup>th</sup> February and draft constitution to be distributed at the end of the meeting.

Objective 6 – Cricket Club Development.

The issues arising from the pre application meeting have now been sorted.

Two funding bids have been submitted and have passed the first stage.

A meeting between Jonathon Little and Trust Advisors will be arranged a.s.a.p. to pass on details regarding funding applications.

Costings - £163,000 cost of project, £14,000 for storage building.

Objective 8 – Football Club Development.

The Club asked for Trust Advisors to liaise with John Bowden with regard to ongoing electricity problems.

Objective 9 – Teversal Visitors Centre Development.

The VC Committee are working with NCC Economic Development Officer who is helping them to progress.

Objective 10 – Resolve issues relating to all clubs/facilities.

The BC and CC inventories have now been received.

The VC and FC inventories are outstanding.

The FC requested a proforma to help them complete – to be sent a.s.a.p.

### **8. Trust Event – 10<sup>th</sup> July 2010**

Plan to be sent out with the minutes of today's meeting. The next meeting of the event planning team is on 7<sup>th</sup> June at 7pm at the VC.

### **9. Any other business**

A copy of the FC's Asbestos Audit to be forwarded to their representative.

### **10. Date and time of next meeting**

The next meeting will be the AGM on Wednesday 7<sup>th</sup> July 2010 at 1.30pm – this will be followed by an ordinary meeting. A site inspection will be carried out after the meeting if representatives felt this was necessary.

**TEVERSAL GRANGE ADVISORY COMMITTEE - REGISTERED CHARITY NO 522310**  
**MINUTES OF ANNUAL GENERAL MEETING HELD AT TEVERSAL FOOTBALL CLUB,**  
**WEDNESDAY 7<sup>th</sup>. JULY 2010**

**1. Present.**

Councillor A. Wallis, Trustee Representative  
Councillor A. Patrick, Trustee representative  
Mr. P. Bucklow, Teversal Cricket Club  
Mr. B Harby, Teversal Grange Bowls Club  
Mr. C. Churm, Teversal Grange Bowls Club  
Mr. S. Waudby, Teversal Football Club  
Mr. S. Stone, Teversal Trails Visitors Centre  
Mr. D. Young, Teversal Trails Visitors Centre  
Mr. P. Thorpe, Co-opted Member  
Mr. P. Talbot, Trustee Advisor  
Mrs. G. Brookes, Trustee Advisor

**2. Advisory Committee Representative Members.**

Ashfield District Council - Councillor A. Wallis, Councillor R. Buttery, Councillor A. Patrick  
Teversal Grange Bowls Club - Mr. B. Harby, Mr. C. Churm  
Teversal Cricket Club - Mr. P. Bucklow, Mr. F. Hickton  
Teversal Football Club - Mr. K. Newton, Mr. J. Bowden  
Teversal Trails Visitors' Centre - Mr. S. Stone, Mr. D. Young

**3. Welcome and introductions.**

The Committee were reminded that nominees from their clubs/groups could attend but should their elected representatives be unable to attend that the substitute representative would not be able to vote as per the current existing constitution.

**4. Appointment of Chairperson.**

Proposed and accepted - Councillor A. Wallis

**5. Apologies for Absence.**

Councillor R. Buttery, Trustee Representative  
Mr. K. Newton, Teversal Football Club  
Mr. J. Bowden, Teversal Football Club  
Mr. F. Hickton, Teversal Cricket Club

**6. Appointment of Vice Chair.**

Proposed and accepted - Councillor A. Patrick

**7. Resolution to Appoint Two Co-opted Members.**

Proposed and accepted - Mr. P. Thorpe

No further nominations received so second appointment remains vacant

**8. Signing of Declaration Sheet.**

All committee members present signed the declaration sheet.



**9. Minutes of Annual General Meeting 1st July 2009 and Any Matters Arising.**

Agreed as read. There were no matters arising.

**10. Annual Report 2009/10.**

Not yet completed as the final accounts are not available. Once complete the final report will be circulated. It was agreed that the reports from each of the clubs did not need to be included in the annual report. It was further agreed that reports would be presented on an ad-hoc basis after each of their individual annual general meetings.

**11. Date of Next Annual General Meeting.**

Date to be agreed in July 2011 at 2pm.

There being no further business the Annual General Meeting closed at 2pm

**TEVERSAL GRANGE ADVISORY COMMITTEE - REGISTERED CHARITY NO 522310**  
**MINUTES OF MEETING HELD AT TEVERSAL FOOTBALL CLUB, WEDNESDAY 7<sup>th</sup>**  
**JULY 2010**

**1. Present.**

Councillor A. Wallis, Trustee Representative  
Councillor A. Patrick, Trustee representative  
Mr. P. Bucklow, Teversal Cricket Club  
Mr. B Harby, Teversal Grange Bowls Club  
Mr. C. Churm, Teversal Grange Bowls Club  
Mr. S. Waudby, Teversal Football Club  
Mr. S. Stone, Teversal Trails Visitors Centre  
Mr. D. Young, Teversal Trails Visitors Centre  
Mr. P. Thorpe, Co-opted Member  
Mr. P. Talbot, Trustee Advisor  
Mrs. G. Brookes, Trustee Advisor

**2. Apologies for Absence.**

Councillor R. Buttery, Trustee Representative  
Mr. K. Newton, Teversal Football Club  
Mr. J. Bowden, Teversal Football Club  
Mr. F. Hickton, Teversal Cricket Club

**3. Minutes of meeting held 10<sup>th</sup> May 2010.**

Agreed as correct.

**4. Matters Arising.**

4.1. D.Young has requested a copy of the planning policy for temporary structures and to date he has not received this. It was agreed that the Advisory Committee would make a request for this.

4.2. Councillor Wallis is liaising with the local farmer with regard to access to Teversal Trail across the farmers land.

**5. Finance.**

5.1. Trust income and expenditure account 2010/2011 as at 28.06.10 were distributed and discussed.

5.2. Car park resurfacing. Nottinghamshire County Council has been approached with regard to a contribution towards costs. A discussion took place about a possible contribution from the Grange Restaurant. P.Talbot will talk to Ashfield District Council's Estates Section about approaching the lessee. It was agreed that contributions towards the car park maintenance would be built into the new lease.

**6. Management Plan - Action Plan.**

The action plan was distributed and discussed and the following was agreed/noted.

Objective 1 - Reduce water charges to Trust.

Replacement meters have been fitted to the cricket club and bowls clubs facilities it was agreed that Asset Management at Ashfield District Council should be consulted to check if these are now working correctly.

The Football Club meters have yet to be replaced Ashfield District Council Asset Management to be asked to replace a.s.a.p.

Objective 2 – Negotiate new lease agreement with Teversal Grange Restaurant.  
This was still ongoing. P.Talbot to progress matters with Ashfield District Council's Estates Section.

Objective 3 - Car park development and maintenance.  
All the facilities on site will be informed when the work is due to take place.

Objective 4 - Management of perimeter and shared areas around car park including coal garden.  
Report to be prepared with regard to progress for the next meeting.

Objective 5 - Trust Review.  
The URRA have now been distributed and awaiting agreement.

Objective 6 - Cricket Club Development.  
Jonathan Little has recently submitted bids on behalf of the Cricket Club and the Trust to Big Lottery Reaching Communities and Biffa but unfortunately these have been unsuccessful. Neither the Trust nor the CC has seen the bids and there is uncertainty as to why they were unsuccessful. Trust Advisors will contact Jonathan Little and ask for copies of the bids and rejection letters and invite him to the next meeting.

Objective 7 - Bowls Club Development.  
There were no outstanding issues.

Objective 8 - Football Club Development.  
The club are drawing up plans for the all weather pitch as soon as completed they will present these at an advisory meeting.

Objective 9 - Visitor Centre Development.  
Progressing with becoming a Company Limited by Guarantee and a Registered Charity. They have received £800 from Nottinghamshire County Council to help with the costs of doing this.

Objective 10 - Resolve issues relating to all clubs/facilities.  
The Visitors Centre and Football Club inventories are still outstanding.  
The Football Club requested a proforma to help them complete this task and this was forwarded to K.Newton.

### **7. Trust Event - 10<sup>th</sup> July 2010.**

The Trust to pay for first aid cover for the event and the hire of a vehicle to collect equipment, etc.

It was agreed to direct the public up Copsywood Close into the field which will be used as an overflow car park.

**8. Date and time of next meeting.**

The next meeting will on Wednesday 22<sup>nd</sup> September 2010 at 2pm. A site inspection will be carried out after the meeting if representatives felt this was necessary.

There being no further business the meeting finished at 3.45pm.

**TEVERSAL GRANGE ADVISORY COMMITTEE - REGISTERED CHARITY NO 522310**  
**MINUTES OF MEETING HELD AT TEVERSAL FOOTBALL CLUB, WEDNESDAY 22<sup>nd</sup>.**  
**SEPTEMBER 2010**

**1. Present.**

Councillor A. Wallis, Trustee Representative  
Councillor A. Patrick, Trustee Representative  
Councillor R. Buttery, Trustee Representative  
Mr. P. Bucklow, Teversal Cricket Club  
Mr F. Hickton, Teversal Cricket Club  
Mr. S. Hayes, Teversal Football Club  
Mr G. Watson, Teversal Football Club  
Mr. D. Young, Teversal Trails Visitors Centre  
Mr. P. Thorpe, Co-opted Member  
Mr. P. Talbot, Trustee Advisor  
Mrs. G. Brookes, Trust Advisor

**2. Apologies for Absence.**

Mr B Harby, Teversal Grange Bowls Club  
Mr C. Churm, Teversal Grange Bowls Club  
Mr J. Stone, Teversal Trails Visitors Centre

**3. Minutes of meeting held 7<sup>th</sup> July 2010.**

Agreed as correct.

**4. Matters Arising.**

4.1. P.Talbot will forward the email he has received from ADC Development Control with regard to the request from D.Young about ADC planning policy for temporary structures.

4.2. Councillor Wallis reported that the matter for access for horses to Teversal Trails across the farmers land would not progress as the farmer had refused permission.

**5. Finance.**

5.1. Trust income and expenditure account 2010/2011 as at 21<sup>st</sup> September was distributed and discussed.

5.2. The Teversal Grange Advisory Committee felt that it was unfair that the Trust should have to bear the cost of maintaining the coal garden. The issue was discussed and it was agreed that a review was necessary and felt that the following 4 options should be considered:

5.2.1. Option 1 - as Ashfield District Council installed the coal garden that they should pay for any ongoing maintenance costs.

5.2.2. Option 2 - that either one of organisations at the Trust or an organisation similar to the Probation Service take over the maintenance.

5.3.3. Option 3 - that no maintenance is undertaken and the area left to go "wild".

5.3.4. Option 4 - the status quo i.e. the Trust continue to contract someone to undertake the work, currently Ashfield District Council's Neighbourhood Services.

5.3.5. Option 2 was considered not achievable at this time and option 3 was considered undesirable given the great strides made in improving the area generally. The preference was clearly for option 1, primarily on the basis that the coal garden had actually been put in by Ashfield District Council.

5.3.6. Resolved: That the cost of maintenance of the coal garden is borne by Ashfield District Council and included as part of the recharges for the management of the Trust for which the Trustee, Ashfield District Council, can currently claim a maximum of 25% of the Trust's income.

## **6. Management Plan - Action Plan.**

The action plan was distributed and discussed and the following was agreed/noted.

Objective 1 - Reduce water charges to Trust.

No further update to report,

Objective 2 - A meeting is to be held on 24<sup>th</sup> September 2010 to discuss progress and agree further actions.

Objective 3 - Car park development and maintenance.

Estimated costs for work to car park £20,000. P.Talbot is awaiting response from NCC with request for a contribution to costs.

Objective 4 - Management of perimeter and shared areas around car park including coal garden.

A report with regard to further development of coal garden was distributed. This will be discussed further at the next meeting.

Objective 5 - Trust Review.

No further update to report.

Objective 6 - Cricket Club Development.

Copies of the bids and feedback from the relevant funders have now been received and a meeting was held with Trust Representatives and the Representatives of the Cricket Club. It was agreed that the Club should re-evaluate and assess their options with regard to the development of a pavilion. Once they have agreed a way forward they will submit a grant application to the Trust.

Objective 7 - Bowls Club Development.

No further update to report.

Objective 8 - Football Club Development.

No further update to report

Objective 9 - Visitor Centre Development.

No further update to report.

Objective 10 - Resolve issues relating to all clubs/facilities.

The Visitors Centre and Football Club inventories have still not been received.

**7. Trust Event - 10<sup>th</sup> July 2010.**

The event was a great success and all agreed that it would be a good idea to hold an annual event if possible. It was agreed to discuss this further at the next meeting.

**8. Date and time of next meeting.**

The next meeting will on Wednesday 8<sup>th</sup> December 2010 at 2pm. A site inspection will be carried out after the meeting if representatives felt this was necessary.

There being no further business the meeting finished at 3.50pm.