

**DEBDEN RECREATION GROUND TRUST**

**MINUTES of the ANNUAL GENERAL MEETING of DEBDEN RECREATION GROUND**  
**CHARITY NUMBER 1097367**

**Held at Debden Village hall on**  
**Wednesday, 28<sup>th</sup> September, 2022 at 7.00pm**

**PRESENT**

Stephanie Watson	SW (Chairman)
April Gardner	AG
Clive Bunting	CB
Charlotte Diggins	CD
Brian Lindsell	BL

7 members of the public

**22/01 Administration**

- Apologies for absence were noted from Jeanette O'Brien and Stewart Luck.
- There were no declarations of interest.
- The minutes of the AGM held on 23<sup>rd</sup> September 2021 were approved and signed **Proposed AG; Seconded BL.**

**22/02 Chairmans Report for the year to September 2022**

The Chairman's report was read covering the year to Sept 2022. The report was approved and will be published on the DRG website.

**Proposed BL; Seconded CD**

**22/03 Accounts**

The accounts for the year ended 31<sup>st</sup> March 2022 were approved at the meeting of the DRG held on 26<sup>th</sup> September 2022 subject to a small amendment to the description of the item under the heading 'pavilion' which would be amended to say 'pavilion legal fees'.

The accounts for the year ended 31<sup>st</sup> March 2021 had been audited by RCCE and it was agreed that they should again be asked to audit the most recent accounts.

The accounts would be made public on the DRG website.

**22/04 Appointment of Charity Trustee/Members**

It was noted that:-

- (i) the Parish Council of Debden is the sole trustee, under the Governing Document of the Charity, namely a Declaration of Trust dated 28<sup>th</sup> November 2002 as amended by a resolution dated 8<sup>th</sup> January 2020

- (ii) the Members are current parish councillors being; Clive Prior Bunting, Charlotte Liza Diggins, April Jane Gardner, Brian Ra Lindsell, Stewart Luck, Jeanette Sylvia O'Brien and Stephanie Watson

**22/05 Election of Officers**

- (i) one nomination was received for the role of the Chairman, namely Stephanie Watson.  
The appointment was proposed by AG and seconded by CB.  
**Unanimously approved.**
- (ii) one nomination was received for the role of Treasurer, namely Brian Lindsell.  
The appointment was proposed by SW and seconded by CD.  
**Unanimously approved.**
- (iii) one nomination was received for the role of Secretary, namely Jeanette O'Brien.  
The appointment was proposed by SW and seconded by AG.  
**Unanimously approved.**

**22/06 Any Other Business/ Public Participation**

The following questions/ issues were raised:-

- All information pertaining to the DRG must be made available publicly given that the PC is the sole trustee. Meetings should also be held in public. **SW agreed to take guidance on this from the Charities Commission.**
- There was a call for SW to declare an interest on all matters given that her house backs on to the recreation ground.
- When work is carried out on recreation ground land, do you exercise due diligence to ensure health and safety requirements and relevant legislation is complied with? Do volunteers using machinery have up to date training in the last 12 months, and is the use of duty free agricultural fuel permitted for these purposes? Particular reference was made to the use of a tele-handler, owned and operated by a local farmer, to erect the Christmas tree and beacon on the recreation ground. **Risk assessments are carried out for all events on the recreation ground. The risk of prosecution of a volunteer whose only intention was to assist the community is going to mean that sourcing and erecting the Christmas tree this year will be problematic and expensive.**
- Why is the DRG building a new pavilion? Where is the proof that the current pavilion is not fit for purpose? **The current pavilion does not meet the standards set by Sport England/ Essex FA for sport facilities used by football teams playing**

**in the league.** Why is the current pavilion still being insured?  
**It is listed as an asset and must therefore be insured.**

- When was planning approval granted for the new pavilion? **August 2022.** What about the objections raised by English Heritage? **No reference was made to these points when approval was granted.** You will be creating a safety hazard behind the new pavilion (somewhere to hide) as it sits too far forward, presumably to align with the proposed village hall. This is totally unnecessary as there will not now be a new hall. Does UDC understand that the new pavilion is not a stand alone building? **UDC is fully aware as they have had plans and site/location plans. DRG has a safeguarding policy.**
- When will the minutes of this meeting be available? **As soon as possible.**
- Is the Jubilee beacon being pulled down in accordance with the planning approval for the new pavilion (because the football pitch has to be moved). **No.** Have you applied for planning permission for the beacon? **Yes.** When will you move the football pitch? **It will only be moved if it necessary to do so.**
- Can the assets of the PC and DRG be moved around on the registers without consulting the residents? **Yes. The review and control of the DRG Trust Asset Register is a DRG Trust decision.**
- Has any money been raised for the pavilion? **No. Fund raising could only commence once planning approval was granted.** How much is it expected to cost? **The cost plan has to be revisited because of the rise in the cost of building materials in the last year. The last estimate we have is between £155,000 and £200,000**
- How will the tender process work? **We do not yet know.**

**22/07**

**Date of next AGM meeting**

To be decided.

Meeting ended at 19.46pm

Chairman

Dated.....

**DEBDEN RECREATION GROUND TRUST**  
**AGM September 2022**

**CHAIRMAN'S REPORT**

In contrast to the last annual report, the past year , up to September 2022 has been a little more busy with people getting back to enjoying the freedom of the open space following the end of all lockdown restrictions.

The pavilion is owned by the DRG and remains closed to users as it is unfit for purpose and does not meet the standards set by Sport England. DRG has worked with architects to complete plans, supported by Sport England, for submission to UDC. I am delighted to report that planning permission was granted at the end of August 2022 so work can now begin in earnest to raise funds for the new building.

The land exchange, whereby the land on which the current village hall stands is exchanged for a piece of land the same size belonging to the DRG, must be effected before the new village hall can be built. The loss of the AFCFT grant was a blow to the VHT plans to replace the current hall but the desire to replace the current hall is still very strong. The DRG wholeheartedly supports the plans for the new village hall to be built on the approved site.

The shop was built on land mostly owned by the Village Hall Trust and there was never any legal agreement for the shop to operate on this land. In fact, the objects of the VHT do not allow retail premises to operate on their land. For this reason the organisation set up to run the shop, Debden Village Shop Ltd, has decided to wait for the land exchange to be effected after which the shop will stand on DRG land. This change will mean that DRG can enter into an agreement with Debden Village Shop Ltd to run the shop officially out of the current premises. Debden Village Shop Ltd will, in turn, be able to enter into a formal agreement with the Post Master to run a post office from the shop premises.

Two new benches were required in the playground. We were very grateful to receive a generous donation from a villager which covered the cost of one of the benches; the second one being funded by an EALC micro grant.

Three new pieces of equipment were added to the playground thanks to a generous donation from the Pre School which is no longer operating.

Repairs to the car park were also carried out. The planings were purchased from a local supplier and spread with the help of trustees.

Essential safety work was carried out on some trees surrounding the recreation ground.

The Trust spent a good deal of time during the reporting year in preparing for two big events; the centenary of the Village Hall and Recreation Ground in March

2022 and the Queen's Platinum Jubilee in June 2022. The Jubilee event was marked with a long weekend of celebrations commencing with the lighting of the Platinum Jubilee Beacon which will be a lasting memorial to the late Queen and which was made possible by generosity of villagers who donated both materials and time for which the DRG is extremely grateful. Thanks to effective fund raising, the Jubilee events were all held at no cost to the Trust.

The recreation ground is much loved and well used part of the village, which DRG Trust will continue to care for and maintain.

**Debden Recreation Ground Trust**  
**Summary of Receipts and Payments Account for year ending**  
**31<sup>st</sup> March 2022**

<b>2020/21</b>		<b>2021/22</b>
	<b>INCOME</b>	
4000.00	Grants from Parish Council	4000.00
2000.00	Grants from Essex Assoc- CIF	500.00
1000.00	Grant from Persimmon	NIL
265.42	Crowdfunder	NIL
160.00	Club/Match/ Hire fees	430.00
	Donations	494.00
	Profit from Events	454.00
	Grant from UDC	2968.30
	Refund Castle Water	85.22
<b>7425.42</b>	<b>Total Income</b>	<b>8931.52</b>

	<b>EXPENDITURE</b>	
450.46	Pavilion (legal fees)	5115.00
6134.76	Play Area Inspection and maintenance	905.33
NIL	Tree/ hedgework	1382.00
NIL	Hall hire fees	NIL
48.00	Training fee	NIL
73.87	Bat boxes	NIL
100.00	Contribution to waste container	NIL
88.62	Signs	
	Electricity (Pavilion)	224.10
	Water (Pavilion)	38.75
NIL	Miscellaneous	2580.18
<b>6895.71</b>	<b>Total Expenditure</b>	<b>10245.36</b>

<b>2020/21</b>		<b>2021/22</b>
3996.10	Balance brought forward	4525.81
<u>7425.42</u>	Add total Income	<u>8931.52</u>
11421.52		13457.33
<u>6895.71</u>	Less total expenditure	<u>10245.36</u>
4525.81	Balance	3211.97

Balance as per bank statement 31 March 2022 £3211.97

**BANK ACCOUNT Nat West 16551311**

Balance as at 31 March 2021	4525.81
Receipts	8931.52
Total	13457.33
Payments	10245.36
<b>Balance 31<sup>st</sup> March 2022</b>	<b>3211.97</b>