

AGENDA FOR A MEETING OF HELMSLEY RECREATIONAL CHARITY
Registered Charity No. 523358 Helmsley Town Council is Sole Trustee
Monday 4th February 2019 at the Sports Pavilion, Baxton's Road at 7:15pm

1 Apologies

- a) To receive apologies
- b) To approve the reasons for absence.

2 Code of Conduct

To receive declarations of interest.

3 Public Comments

To receive public comments for consideration at a later date.

4 Minutes

To agree and sign the minutes of the Charity Trustee Meeting held on 17th December 2018.

5 Reports

Chairman

Councillor Parkin Pool Restoration update

Clerk Cross Keys Associates are preparing a letter to the Charity Commission about leasing out the JA Memorial Field.

6 Helmsley Sports and Social Club

- a) To note that HSSC is working towards taking on the lease from the 1 April 2019, that it would like HRC to do the same, and that it will submit the CIO application soon.
- b) To note that a request from HSSC for part of the balance of HRC's Unity account from 1 April 2019, or when the takeover of some of the Charity land occurs, has not been added for discussion as the Charity does not have the power to award grants.
- c) To receive legal advice about a request from HSSC for Employee Liability Information (ELI) under TUPE and to give the clerk permission to disclose it at the time the solicitor advises (no less than 28 days before the handover).
- d) Minutes of HSSC Meetings on 4th and 13th December 2018 circulated to councillors.

7 Fireworks

To note that a written complaint was made during the Fireworks Event about a firework landing on a car. It was checked in the morning and no damage was visible.

8 Music Licence

To consider stipulating that all hirers/private or event users of the Pavilion, Pool or grounds must be responsible for all [Music Licence](#) requirements.

9 Trees in car park

- a) To receive guidance from the National Park Woodland Officer about the car park trees and to consider a response.
- b) To note the 25m exclusion zone required for the oak tree at the car park corner by the road.
- c) To either consider quotes for felling 3 trees, 219-221. (contract for felling 222 awarded but can be cancelled) or to consider a delay until a successful planning application is made..

10 Finance and legal

Finance and Trustee Report

- a) To receive the draft accounts (salary/hmrc info totals only) and to consider submitting them to Hallgarths for an inline examination and report.
- b) To consider the draft Trustee Report to be submitted to Hallgarth's for the Annual Report.
- c) To ratify the clerk's acceptance of Cross Keys terms and their quote for legal work.
- d) To consider making a grant application to Helmsley Town Council for £5,000 to be paid only if and when required and in stages for insurance, accountants and other invoices.
- e) To receive a report on VAT by the Parkinson Partnership and to consider further action.

Leases

- f) To note that Alan Robinson of Cross Keys Associates is amending the leases to cover the requirements of charity law.
- g) To agree that the clerk, in consultation with the Chairman and Vice Chairman, may accept the following leases once the solicitor and HSSC have confirmed that they are agreed, and to appoint two signatories, plus two in case of absence, & the clerk, or assistant in her absence.
 - I. Lease from Helmsley Estate to Helmsley Recreational Charity for the s106 field.
 - II. A sub-lease of the s106 field to Helmsley Sports and Social Club when it is a CIO
 - III. A lease of the Pavilion & surrounds (play area, bowls, tennis courts) to HSSC when a CIO.

Signed **V Ellis**

Date **29th January 2019**

ADDENDUM

11

Planning permissions and trees

- a)** To note that the National Park will require a protection zone for the Veteran Oak Tree for the following 2 items, and for the trees at the south side of the car park for item c.
- b)** To note that planning permission has to be applied for if any groundworks are to take place on the s106 field as preparation for a MUGA (one planning application will be acceptable for groundworks and MUGA).
- c)** To consider submitting a planning application for a metalled surface on the car park.

Signed V Ellis 30th January 2018