

# SHEPTON MALLET TOWN COUNCIL



**COUNCIL OFFICES  
8 GREAT OSTRY  
SHEPTON MALLET  
BA4 5TT**

**Tel 01749 – 343984**

**Fax 01749 – 347127**

**E-Mail: [smtowncouncil@btclick.com](mailto:smtowncouncil@btclick.com)**

**TOWN CLERK - GRAHAM H. BROWN**

## SHEPTON MALLET RECREATION GROUND TRUST

Annual Report for the Year Ended 31 March 2001.

6 April 2001.

The Shepton Mallet War Memorial Charity is a registered charity No.1040673. Its address is 8, Great Ostry, Shepton Mallet. Somerset. BA4 5TT.

The Trustees are members for the time being of the Town Council. Their names are given below:-

Mrs J.D. Bartlett	Mr R.J. Kerlake
Mr M.M. Cann	Mr C.F. Lockey
Mr R.R. Champion	Mr M. Lovell
Mr D.J. Gardiner	Mrs L.A. Manvill
Mrs D. Gilham	Mrs J.M. Marsh
Mr J.E. Gilham	Mr T.S. O'Connor
Mr E.F. Inchley	Mr N.F. Shearn
Mr C.C. Inchley	Mr P.G. Treby

The governing Instrument is a Scheme sealed on the 8 July 1994. There are byelaws to assist good administration.

The Charity has responsibility for Collett Park, which is a public park, south east of the Town Centre having an area of approximately 15 acres. It has extensive grassed areas and also a football field, lake and two areas of play equipment. Public Toilets are provided adjacent to the Park. The Town Council has a Park Superintendent under contract who undertakes day-to-day maintenance with the help of a paid employee and several volunteers.

The football field is utilised by local teams, and the lake is utilised for occasional regattas, by the Drifters Model Boat Club. These groups assist with maintenance as and when requested. The play equipment areas are well used by young children and the general public enjoys the grassed open areas and the landscape provided by mature trees and shrub borders.

Each year on the second Saturday in June, the Trustees sponsor Collett Day, which commemorates the gift of the Park to the Town in 1906, which is enjoyed by the general public from the Town and many surrounding areas.

The net cost of the Park was £37,994.17p, which apart from small donations, was financed from the, Town Council's Precept.

Graham H. Brown  
Town Clerk

# SHEPTON MALLET TOWN COUNCIL

## APPENDIX B

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## SHEPTON MALLET RECREATION GROUND TRUST

Annual Report for the Year Ended 31 March 2002.

23 April 2002

The Shepton Mallet Recreation Ground Trust is a registered charity No.1040673. Its address is 8, Great Ostry, Shepton Mallet. Somerset. BA4 5TT.

The Trustees are members for the time being of the Town Council. Their names are given below:-

Mrs J.D. Bartlett	Mr R.J. Kerlake
Mr M.M. Cann	Mr C.F. Lockey
Mr R.R. Champion	Mr M. Lovell
Mr D.J. Gardiner	Mrs L.A. Manvill
Mrs D. Gilham	Mrs J.M. Marsh
Mr J.E. Gilham	Mr T.S. O'Connor
Mr E.F. Inchley	Mr N.F. Shearn
Mr C.C. Inchley	Mr P.G. Treby

The governing Instrument is a Scheme sealed on the 8 July 1994. There are byelaws to assist good administration.

The Charity has responsibility for Collett Park, which is a public park, south east of the Town Centre having an area of approximately 15 acres. It has extensive grassed areas and also a football field, lake and two areas of play equipment. Public Toilets are provided adjacent to the Park. The Town Council has a Park Superintendent under contract who undertakes day-to-day maintenance with the help of a paid employee and several volunteers.

The football field is utilised by local teams, and the lake is utilised for occasional regattas, by the Drifters Model Boat Club. These groups assist with maintenance as and when requested. The play equipment areas are well used by young children and the general public enjoys the grassed open areas and the landscape provided by mature trees and shrub borders.

Each year on the second Saturday in June, the Trustees sponsor Collett Day, which commemorates the gift of the Park to the Town in 1906, which is enjoyed by the general public from the Town and many surrounding areas.

Grounds maintenance continued throughout the year under contract to Mr Fred Davis who retired as of 31 March 2002 following some twenty years service. The Park suffered damage by vandals early in the year and received repairs following an insurance claim valued at £1520.15p. Several improvement projects were completed within the current year to the waterways, which included piping, and landscaping to the stream running parallel to the lake and masonry works to the stream edges and rockery between the areas of the two bridges downstream of the lake.

The net expenditure within the Collett Park for the year 2001 / 2002 was £41,484.40p, which apart from an insurance claim and small donations, was financed from the, Town Council's Precept.

The breakdown of net expenditure costs are as follows:-

Administration by the Town Council	5000 to 5340	Management and Administration Charges	£5,960.00
Collett Park	6000	C/Park - Grounds Maint' Contract	£20,321.06
Collett Park	6005	Garston Street Amentity Area	£878.96
Collett Park	6010	C/Park - Rates to Depot and Toilet	£1,428.11
Collett Park	6020	C/Park - Waste Disposal	£530.30
Collett Park	6030	C/Park - Repairs and renewals	£483.69
Collett Park	6040	C/Park - Vandalism	£56.01
Collett Park	6050	C/Park - Rodent Control	£390.00
Collett Park	6060	C/Park - Playing Field Maintenance	£43.60
Collett Park	6065	C/Park - Tree Inspection / Surgery	£1,030.00
Collett Park	6070	Collett Park - Events	£90.00
Collett Park	6080	C/Park - Improvement Projects	£9,416.59
Collett Park	6085	C/Park - Safety Surfaces	£0
Collett Park	6090	C/Park - Insur' 25% & Safety Insp'	£856.08
		<b>Total Expenditure</b>	<b>£41,484.40p</b>

A new Ground Care "Best Value" Contract was researched, provided with enhanced specification, schedule of works, tendered to six contractors and awarded to Quadron Services Limited for a 2-year contract period with a 2-year extension option as from 1 April 2002 at a contract value of £23,025.34p.

Graham H. Brown  
Town Clerk

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**TOWN CLERK - GRAHAM H. BROWN**

## SHEPTON MALLET RECREATION GROUND TRUST

Annual Report for the Year Ended 31 March 2003.

9 April 2003

The Shepton Mallet Recreation Ground Trust is a registered charity No.1040673. Its address is 1, Park Road, Shepton Mallet. Somerset. BA4 5BS.

The Trustees are members for the time being of the Town Council. Their names are given below:-

Mrs J.D. Bartlett	Mr N. Jeremiah
Mr M.M. Cann	Mr C.F. Lockie
Mr R.R. Champion	Mr M. Lovell
Mr J.E. Gilham	Mrs L.A. Manvill
Mr R. Gurd	Mrs J.M. Marsh
Mr K.J. Hurrell	Mr T.S. O'Connor
Mr C.C. Inchley	Mr N.F. Shearn
Mr E.F. Inchley	Mr P.G. Treby

The governing Instrument is a Scheme sealed on the 8 July 1994. There are byelaws to assist good administration.

The Charity has responsibility for Collett Park, which is a public park, south east of the Town Centre having an area of approximately 15 acres. It has extensive grassed areas and also a football field, lake and two areas of play equipment. Public Toilets are provided adjacent to the Park.

The football field is utilised by local teams, and the lake is utilised for occasional regattas, by the Drifters Model Boat Club. These groups assist with maintenance as and when requested. The play equipment areas are well used by young children and the general public enjoys the grassed open areas and the landscape provided by mature trees and shrub borders.

Each year on the second Saturday in June, the Trustees sponsor Collett Day, which commemorates the gift of the Park to the Town in 1906, which is enjoyed by the general public from the Town and many surrounding areas.

A new Ground Care "Best Value" Contract commenced on the 1 April 2002 with Quadron Services Limited for a 2-year contract period with a 2-year extension option at a contract value of £23,025.34p. The contractors performance has been good throughout this period and the foundations have been set for increased improvements and enhancements to the Park in the forthcoming year.

The Park suffered damage by vandals late in the year and will require repairs to the Toilets and Aviaries following an insurance claim valued at £1900.00p. Several improvement projects were completed within the current year, which included re-roofing of the Shelter with specialist metallic tiles. Other improvement works are ordered, which include total refurbishment with new play equipment and safety surfacing to the Junior Play Area tendered at a cost of £23,807.50p, due for completion in mid April 2003.

The net expenditure within the Collett Park for the year 2002 / 2003 was £50,176.49p, which apart from an insurance claim, a £2000 donation from the "Better Towns Trust" and other smaller donations, was financed from the Town Council's Precept.

The breakdown of net expenditure costs are as follows:-

Administration by the Town Council	5000 to 5340	Management and Administration Charges	£6,138.80
Collett Park	6000	C/Park - Grounds Maint' Contract	£20,831.60
Collett Park	6005	Garston Street Amentity Area	£275.01
Collett Park	6010	C/Park – Water/Sewerage Rates	£571.39
Collett Park	6020	C/Park - Waste Disposal	£150.00
Collett Park	6030	C/Park - Repairs and renewals	£1,174.92
Collett Park	6040	C/Park - Vandalism	£3,907.72
Collett Park	6050	C/Park - Rodent Control	£130.00
Collett Park	6060	C/Park - Playing Field Maintenance	£0.00
Collett Park	6065	C/Park - Tree Inspection / Surgery	£1,166.00
Collett Park	6070	Collett Park - Events	£70.96
Collett Park	6080	C/Park - Improvement Projects	£14,904.33
Collett Park	6090	C/Park – Insurance 25% & Safety Insp'	£855.76
		<b>Total Expenditure</b>	<b>£50,176.49</b>

Further breakdown of Income and Expenditure can be reviewed by inspection of the Shepton Mallet Town Councils Accounts, Year Ending 31 March 2003, which are subject to both Internal and External Audit.

The Trustees (current members of the Town Council) have resolved an "Agreement of Licence" as from the 1 April 2003 to permit the Town Council to occupy, open the park for public use at all reasonable times, keep well maintained, introduce and enforce such rules and regulations as appropriate for the proper control as to the use of the Park and effect full Public Liability cover free of any payment. Therefore as of the 1 April 2003 all financial income and expenditure will be processed through the Financial Accounts of the Town Council. In financial terms this Charitable Trust will remain dormant throughout the period of the Licence.



Graham H. Brown  
Town Clerk

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**TOWN CLERK - GRAHAM H. BROWN**

## SHEPTON MALLET RECREATION GROUND TRUST

Annual Report for the Year Ended 31 March 2004.

27 April 2004

The Shepton Mallet Recreation Ground Trust is a registered charity No.1040673. Its address is 1, Park Road, Shepton Mallet. Somerset. BA4 5BS.

The Trustees are members for the time being of the Town Council. Their names are given below:-

Mrs J.D. Bartlett	Mrs S.J. Lintern
Mr M.M. Cann	Mr C.F. Lockey
Mr R.R. Champion	Mr M. Lovell
Mr T. Fone	Mrs L.A. Manvill
Mr J.E. Gilham	Mrs J.M. Marsh
Mr K.J. Hurrell	Mr M.P. O'Connor
Mr C.C. Inchley	Mr T.S. O'Connor
Mr N. Jeremiah	Mr N.F. Shearn

The governing Instrument is a Scheme sealed on the 8 July 1994. There are byelaws to assist good administration.

The Charity has responsibility for Collett Park, which is a public park, south east of the Town Centre having an area of approximately 15 acres. It has extensive grassed areas and also a football field, lake and two areas of play equipment. Public Toilets are provided adjacent to the Park.

The football field is utilised by the community, and the lake is utilised for occasional regattas, by the Drifters Model Boat Club, which assist with maintenance as and when requested. The play equipment areas are well used by young children and the general public enjoys the grassed open areas and the landscape provided by mature trees and shrub borders.

Each year on the second Saturday in June, the Trustees sponsor Collett Festival, which commemorates the gift of the Park to the Town in 1906, which is enjoyed by the general public from the Town and many surrounding areas.

The current Ground Care "Best Value" Contract commenced on the 1 April 2002 with Quadron Services Limited for an initial 2-year contract period, which following a performance review has now been extended subject to continued performance until March 2012. The contractor's performance has been good throughout this period and the foundations have been set for increased improvements and enhancements to the Park in the forthcoming year.

The Park has suffered damage by vandals with various incidents recorded throughout the year and repairs being undertaken / insurance claims instigated where appropriate. Several improvement projects were completed within the current year, which included total refurbishment of the Junior Area play equipment and safety surfacing at a cost of £23,807.50p, and provision of a new exterior Aviary Flight at a cost of £2,685.90p. Following the survey of 252 trees within the Park priority works were carried out with other works programmed in each of the two following years.

The net expenditure within Collett Park for the year 2003 / 2004 was £49,723.21p, which apart from insurance claims of £1,868.88, a £2500 donation from Mendip District Council towards new play equipment, other donations of £606 and the nett income from the Annual Festival of £521.53p, was financed directly from the Town Council's Precept.

The breakdown of net expenditure costs are as follows:-

Administration by the Town Council	5000 to 5340	Management and Administration Charges	£6,322.96
Collett Park	6000	C/Park - Grounds Maint' Contract	£23,278.55
Collett Park	6005	Garston Street Amentity Area	£357.01
Collett Park	6010	C/Park – Water/Sewerage Rates	£13.68
Collett Park	6020	C/Park - Waste Disposal	£233.30
Collett Park	6030	C/Park - Repairs and renewals	£263.73
Collett Park	6040	C/Park - Vandalism	£848.28
Collett Park	6065	C/Park - Tree Inspection / Surgery	£4,938.60
Collett Park	6070	Collett Park - Events	£165.00
Collett Park	6080	C/Park - Improvement Projects	£12,406.33
Collett Park	6085	C/Park Play Equipment / Safety Surface	£44.85
Collett Park	6090	C/Park – Insurance 25% & Safety Insp'	£850.92
		<b>Total Expenditure Year 2003 / 2004</b>	<b>£49,723.21</b>

Further breakdown of Income and Expenditure can be reviewed by inspection of the Shepton Mallet Town Councils Accounts, Year Ending 31 March 2004, which are subject to both Internal and External Audit.

The Trustees (current members of the Town Council) have resolved an "Agreement of Licence" as from the 1 April 2003 to permit the Town Council to occupy, open the park for public use at all reasonable times, keep well maintained, introduce and enforce such rules and regulations as appropriate for the proper control as to the use of the Park and effect full Public Liability cover free of any payment. Therefore all financial income and expenditure has been processed through the Financial Accounts of the Town Council. In financial terms this Charitable Trust will remain dormant throughout the period of the Licence.



Graham H. Brown  
Town Clerk

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TOWN CLERK - GRAHAM H. BROWN

## SHEPTON MALLET RECREATION GROUND TRUST

Annual Report for the Year Ended 31 March 2006.

25 April 2006

The Shepton Mallet Recreation Ground Trust is a registered charity No.1040673. Its address is 1, Park Road, Shepton Mallet. Somerset. BA4 5BS.

The Trustees are members for the time being of the Town Council. Their names are given below:-

Mrs J.D. Bartlett	Mr C.F. Lockey
Mr M.M. Cann	Mr M. Lovell
Mr R.R. Champion	Mrs L.A. Manvill
Mr T. Fone	Mrs J.M. Marsh
Mr J.E. Gilham	Mr T.S. O'Connor
Mr K.J. Hurrell	Mrs M, Robinson
Mr C.C. Inchley	Mr N.F. Shearn
Mr N. Jeremiah	Mr A. Taylor

The governing Instrument is a Scheme sealed on the 8 July 1994. There are byelaws to assist good administration.

The Charity has responsibility for Collett Park, which is a public park, south east of the Town Centre having an area of approximately 15 acres. It has extensive grassed areas and also a football field, lake and two areas of play equipment. Public Toilets are provided adjacent to the Park.

The football field is utilised by the community, and the lake is utilised for occasional regattas, by the Drifters Model Boat Club, which assist with maintenance as and when requested. The play equipment areas are well used by young children and the general public enjoys the grassed open areas and the landscape provided by mature trees and shrub borders.

Each year on the second Saturday in June, the Trustees sponsor Collett Festival, which commemorates the gift of the Park to the Town in 1906, which is enjoyed by the general public from the Town and many surrounding areas. 2006 will see an exception event to celebrate the centenary of this important event.

The current Ground Care “Best Value” Contract commenced on the 1 April 2002 with Quadron Services Limited for an initial 2-year contract period, which following a performance review is extended subject to continued performance until March 2012. The contractor’s performance has been acceptable throughout this period and the foundations have been set for increased improvements and enhancements to the Park in the forthcoming year.

The Park has continued with improvements to the Play Areas, renewed tarmacadam footpaths, new litter bins throughout and improvements to the lake outlets. Maintenance works to the 200 plus mature trees continues. Unfortunately vandalism continues with fire damage to the Shelter, a broken wooden seat and snapping off of an oak memorial sapling all of which were corrected / renewed at a cost of approximately £617.

The net expenditure within Collett Park for the year 2005 / 2006 was £50,132.38, which apart from donations/rebates of £381.96 plus the nett income from the Annual Festival of £894.00p, was financed directly from the Town Council’s Precept.

The breakdown of net expenditure costs are as follows:-

Administration by the Town Council	5000 to 5340	Management and Administration Charges	£6,740.59
Collett Park	6000	C/Park - Grounds Maint' Contract	£24,512.88
Collett Park	6005	Garston Street Amenity Area	£510.60
Collett Park	6010	C/Park – Water/Sewerage Rates	£374.53
Collett Park	6020	C/Park - Waste Disposal	£338.01
Collett Park	6030	C/Park - Repairs and renewals	£373.40
Collett Park	6040	C/Park - Vandalism	£492.68
Collett Park	6050	C/Park – Rodent Control	£200.00
Collett Park	6065	C/Park - Tree Inspection / Surgery	£3,057.67
Collett Park	6070	Collett Park - Events	£133.50
Collett Park	6080	C/Park - Improvement Projects	£11,752.36
Collett Park	6085	C/Park Play Equipment / Safety Surface	£971.34
Collett Park	6090	C/Park – Insurance 25% & Safety Insp'	£675.82
		<b>Total Expenditure Year 2005 / 2006</b>	<b>£50,132.38</b>

Further breakdown of Income and Expenditure can be reviewed by inspection of the Shepton Mallet Town Councils Accounts, Year Ending 31 March 2006, which are subject to both Internal and External Audit.

The Trustees (current members of the Town Council) have resolved an “Agreement of Licence” as from the 1 April 2003 to permit the Town Council to occupy, open the park for public use at all reasonable times, keep well maintained, introduce and enforce such rules and regulations as appropriate for the proper control as to the use of the Park and effect full Public Liability cover free of any payment. Therefore all financial income and expenditure has been processed through the Financial Accounts of the Town Council. In financial terms this Charitable Trust will remain dormant throughout the period of the Licence.



Graham H. Brown  
Town Clerk