

SHEPTON MALLET TOWN COUNCIL

APPENDIX B



**TOWN COUNCIL OFFICES
1 PARK ROAD
SHEPTON MALLET
BA4 5BS**

Tel / Fax; 01749 – 343984

**E-Mail: council@sheptonmallet.org
Internet: www.sheptonmallet.org**

TOWN CLERK - GRAHAM H. BROWN

SHEPTON MALLET RECREATION GROUND TRUST

Annual Report for the Year Ended 31 March 2008.

22 April 2008

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 J.M. Marsh
Mr R.R. Champion	Mr T. Marsh
Mr M.J. Ellis	Mr J.W. Parham
Mr J.E. Gilham	Mrs M. Robinson
Mr C.C. Inchley	Mr N.F. Shearn
Mrs J.A. Kinison	Mr A. Taylor
Mr C.F. Lockey	Mrs K.M. Taylor
Mr M. Lovell	

The governing Instrument is a Scheme sealed on the 8 July 1994. There are byelaws to assist good administration with an additional bylaw instigated to ensure that action can be taken against individual where alcohol and anti-social behaviour are being displayed.

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. 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 Park has continued with improvements to bedding areas and the maintenance continues to the 200 plus mature trees with emphasis now reflecting new and replacement planting.

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 trustees are looking to achieve the "Green Flag Award" status for the park and are working in partnership with the contractor towards this goal.

Two insurance claims totalling £2,883.90 were made within this report period relating to the collapse of stone walling and vandalism damage to the public toilets.

The breakdown of expenditure costs are as follows:-

Administration by the Town Council	4000 to 4030	Management and Administration Charges	£7,220.52
Collett Park	4200	C/Park - Grounds Maint' Contract	£26,070.67
Collett Park	4202	Garston Street Amenity Area	£524.81
Collett Park	4204	C/Park - Water/Sewerage Rates	£456.24
Collett Park	4206	C/Park - Waste Disposal	£425.12
Collett Park	4208	C/Park - Repairs and renewals	£1,843.66
Collett Park	4210	C/Park - Vandalism	£2,708.89
Collett Park	4212	C/Park - Rodent Control	£337.96
Collett Park	4214	C/Park - Tree Inspection / Surgery	£3,175.00
Collett Park	4216	Collett Park - Events	£519.04
Collett Park	4218	C/Park - Improvement Projects	£2,014.00
Collett Park	4220	C/Park Play Equipment / Safety Surface	£489.47
Collett Park	6090	C/Park - Insurance 25% & Safety Insp'	£889.76
		Total Expenditure Year 2007 / 2008	£46,675.14

Income received from donations/rebates/wayleaves and insurance claims totalled £4,167.80 plus the nett income from the Annual Festival of £735.00.

The net total expenditure within Collett Park for the year 2007 / 2008 was £41,772.34, which was financed directly from the Town Council's Precept.

Further breakdown of Income and Expenditure can be reviewed by inspection of the Shepton Mallet Town Councils Accounts, Year Ending 31 March 2008, which are subject to both Internal and External Audit.

The Trustees have previously 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 has remained dormant throughout the period of the Licence. The Shepton Mallet Town Council will continue to account and finance all expenditure resolved for Collett Park, however to comply with future financial accounting a dedicated bank account has been opened specifically for Collett Park. All monies (income) received as from 1 April 2008 will be paid directly into this bank account and at each year-end the balance held in the account will be paid to Shepton Mallet Town Council to offset expenditure.

A handwritten signature in black ink, consisting of a large, stylized initial 'G' followed by 'H. B.' and a long horizontal flourish extending to the right.

Graham H. Brown
Town Clerk