

Seaham Park Charity

Seaham Town Hall, Stockton Road, Seaham, Co. Durham SR7 0HP
Tel: (0191) 581 8034 Email: info@seaham.gov.uk

JK/DP1

1st June 2021

MEETING 4

A MEETING of SEAHAM PARK CHARITY will be held in the Council Chamber at Seaham Town Hall, Stockton Road, Seaham on TUESDAY, 8TH JUNE, 2021 commencing at the rising of the Dawdon Park Charity Committee

To limit attendance due to Covid Restrictions members of the press and public who wish to attend this meeting are asked to consider attending remotely. Please email info@seaham.gov.uk to request the zoom login details. Anyone wishing to attend in person please inform the office to ensure the maximum capacity is not exceeded.



**Paul Fletcher
Acting Town Clerk**

A G E N D A

TRUSTEES ARE REMINDED OF THE NEED TO DISCLOSE ANY INTEREST, PREJUDICIAL OR PERSONAL, IN ACCORDANCE WITH THE CODE OF CONDUCT

1. CHAIR OF SEAHAM PARK CHARITY

As previously agreed, the Chair of the Seaham Park Charity for the ensuing year is the Elected Chair of Seaham Town Council Finance and General Purposes Committee.

2. VICE-CHAIR OF SEAHAM PARK CHARITY

As previously agreed, the Vice Chair of the Seaham Park Charity for the ensuing year is the Elected Vice-Chair of Seaham Town Council Finance and General Purposes Committee.

3. MINUTES OF THE LAST MEETING HELD ON 27TH APRIL 2021

DECISION REQUIRED To confirm as a correct record and agree that these be signed by the Chairman. A copy of the minutes are attached at Appendix A.

4. INCOME AND EXPENDITURE – APRIL AND MAY 2021

Attached at Appendix B are the reports detailing Expenditure incurred and Income received in April and May 2021.

DECISION REQUIRED The Trustees are asked to approve the Online Payments and note the Direct Debits made and the Income received.

5. BANK BALANCES – MONTH END MAY 2021

Attached at Appendix C is a schedule showing the balances held in the Bank at month end.

**DECISION
REQUIRED** Trustees to note the information.

Sent to: The Trustees of Seaham Park

APPENDIX A

MINUTES OF THE TRUSTEES OF SEAHAM TOWN PARK CHARITY MEETING HELD ON 27th APRIL, 2021

Present: Councillors R Arthur, (Chair) and, E Bell, Mrs J A Bell, Mrs G Bleasdale, Mrs K Brace, S Cudlip, Mrs S Forster, Ms R M Gratton, G N Hepworth, Mrs L Kennedy, T Shepherd, B Taylor, Miss L Willis.

Officers: P Fletcher (Deputy Town Clerk), Mrs J Knight (Finance Officer), Miss A Rountree (Minute Taker)

Prior to commencement of the meeting the Chair advised members of this Committee and members of the public that in line with the amendment to 'the public bodies (admission to meetings) act 1960', which came into force in August, 2014, parts of this meeting may be recorded by photographic, video and audio means.

STP13/21 DISCLOSURE OF INTERESTS

Members were reminded prior to the start of the meeting of the need to disclose any interests, prejudicial or personal, in accordance with the Code of Conduct.

Mrs L Kennedy declared an interest.

STP14/21 ACCEPTANCE OF AMENDMENT

RECOMMENDED that Members accept the amendment to the standing orders to incorporate the new regulations from the Flexibility of Local Authority and Police and Crime Panel Meetings (England and Wales) Regulations 2020, to conduct virtual Council meetings.

STP15/21 MINUTES OF THE LAST MEETING HELD ON 9th MARCH, 2021

RECOMMENDED the Minutes of this meeting, a copy of which had been previously printed and circulated to each Trustee, be approved and signed as a correct record by the Chairman.

STP16/21 SEAHAM TOWN PARK CHARITY – MARCH 2021

(i) Expenditure – March

RECOMMENDED that all payments for March – 2020/21 be approved, it being noted that the payments amount to £10,233.41 being the total sum authorised under this Paysheet.

RECOMMENDED the summary sheet showing the range of expenditure by the Charity during the current month be accepted.

(ii) **Income – March**

RECOMMENDED the Trustees note that there was no income received in the current month.

(iii) **Bank Balances – March**

RESOLVED the Trustees note the statement of Bank balances held by the Charity at the last month end.

The meeting was then closed by the Chair.

DRAFT

Date: 05/05/2021

Seaham Town Park Charity

Time: 13:43

Current Bank Account

List of Payments made between 01/04/2021 and 30/04/2021

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|-----------------------|------------------|--------------------|-----------------------|-------------------------------|
| 01/04/2021 | Haven Power Ltd | DD | 484.88 | | Elec-CC/Rugby Pavilion |
| 01/04/2021 | Haven Power Ltd | DD | 99.80 | | Elec-FC/Bowls |
| 01/04/2021 | Durham County Council | DD | 288.30 | | Business Rates-CC/RC Pavilion |
| 01/04/2021 | Durham County Council | DD | 229.77 | | Business Rates-FC |
| Total Payments | | | <u>1,102.75</u> | | |

Date: 27/05/2021

Seaham Town Park Charity

APPENDIX B Page 1

Time: 17:26

Current Bank Account

List of Payments made between 01/05/2021 and 31/05/2021

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|---------------------------|------------------|--------------------|-----------------------|--------------------------------|
| 01/05/2021 | Durham County Council | DD | 230.00 | | Business Rates-FC |
| 01/05/2021 | Durham County Council | DD | 284.00 | | Business Rates-Sports Pavilion |
| 01/05/2021 | Haven Power Ltd | DD | 138.81 | | Elec-Sports Pavilion |
| 01/05/2021 | Haven Power Ltd | DD | 414.36 | | Elec-FC |
| 31/05/2021 | Odin Services Ltd | ONLINEPAY | 79.20 | | Repair-Boiler-Sports Pavilion |
| 31/05/2021 | Chubb Fire & Security Ltd | ONLINEPAY | 574.80 | | Fire Risk Assessment-Sport Pav |
| 31/05/2021 | Chubb Fire & Security Ltd | ON | 516.00 | | Fire Risk Assessment-FC |
| 31/05/2021 | V Elwick & Son | ONLINEPAY | 120.18 | | Cable-Cooler-CC |
| 31/05/2021 | Remondis Ltd | ONLINEPAY | 231.12 | | Skip Hire-CC |
| 31/05/2021 | Sports Turf Machinery | ONLINEPAY | 91.45 | | Service/Repair-Cricket Roller |
| 31/05/2021 | Odin Services Ltd | ONLINEPAY | 427.01 | | Repair-Boiler-CC |
| 31/05/2021 | Turfcare Ltd | ONLINEPAY | 342.00 | | Weed Spray-CC |
| 31/05/2021 | GL Jones Playgrounds Ltd | ONLINEPAY | 132.00 | | Replace-Lock-Ability Swing |
| Total Payments | | | <u>3,580.93</u> | | |

Nominal Ledger Analysis

| <u>Receipt Ref</u> | <u>Name of Payer</u> | <u>£ Amnt Received</u> | <u>£ Debtors</u> | <u>£ VAT</u> | <u>A/c</u> | <u>Centre</u> | <u>£ Amount</u> | <u>Transaction Detail</u> |
|------------------------|----------------------|------------------------|------------------|--------------|------------|---------------|-----------------|---------------------------|
| 2 | Banked: 01/05/2021 | 20,000.00 | | | | | | |
| 2 | Seaham Town Council | 20,000.00 | | | 1376 | 101 | 20,000.00 | Grant |
| Total Receipts: | | 20,000.00 | 0.00 | 0.00 | | | 20,000.00 | |

SEAHAM PARK

Bank Balances as at 31st May 2021

| Account Name | £ |
|--|------------------|
| Opening Balance - 1st April 2021 | 4,456.33 |
| Expenditure | - 4,683.68 |
| Income | 20,000.00 |
| Total Bank Balance at month end | 19,772.65 |