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# MINUTES FROM THE ANNUAL MEETING OF THE SHEPTON MALLET COLLETT PARK CHARITY

**Held on:** Tuesday 1st November 2022 at 6.40pm. At the **Council Chamber, Mendip District Council Offices, Shepton Mallet, BA4 5BT**

**In Attendance:** Councillors M Harrison, E Hobbs, G Kennedy, M Lovell, G Mayall, A McGuire & J Nicklin and M Berkeley (from 6.48pm),

**Present:** P Robertson, Assistant Town Clerk (Planning & Amenities) and B Kingston-Wood, Democratic Support Assistant,

**Absent:** Cllrs J Brittain, D Crisfield, J Ducker, T Makin, K-T Roth, B Stokes-Stephens

**Public:** One member of the public.

**PUBLIC QUESTION TIME:** See Appendix A

## CPC1.1 Apologies for Absence

Apologies were received from Cllrs S Hale and R Heaton.

## CPC1.2 To appoint a Chair for the meeting

Cllr M Harrison was elected as Chair of this meeting.

## CPC1.3 Declarations of Interest

There were no declarations of interest.

## CPC1.4 To approve the minutes of the Annual General Meeting of Shepton Mallet Collett Park Charity held on 19th October 2021

The minutes from this meeting were accepted by the committee as a true record.

SIGNED: ..... (CHAIR) DATE:.....

Resolved that:

The minutes of the meeting held on 19th October 2021 were agreed and signed.

**CPC1.5 To note the year end accounts for 2021/22. To agree a cap in the charity bank account and transfer remaining funds to Shepton Mallet Town Council.**

Councillors questioned the purpose of the funds in the account and wished to have clarification of the minimum amount required to remain in the account.

Resolved that:

Councillors noted the report and requested the Responsible Financial Officer (RFO) find out how much funds are required to remain in the account and provide details for an extraordinary meeting of the Collett Park Charity at the Full Town Council meeting in January 2023.

Cllr Harrison signed the statutory declarations for the accounts ending 31st March 2022.

**CPC1.6 To receive a written report from the Assistant Town Clerk (planning & Amenities) on matters involving the Collett Park**

Councillors received a written report from the Assistant Town Clerk (Planning & Amenities) on matters involving the Collett Park

Resolved that:

Councillors noted the report.

**CPC1.7 To consider a request from Greenways and Cycle routes for permission to make a slight diversion of footpaths adjoining Millennium Way to ensure the Strawberry Line is accessible for wheelchair users.**

Resolved that:

Councillors accepted the request and granted permission to make the slight diversion of footpaths adjoining Millennium Way to ensure the Strawberry Line is accessible for wheelchair users, giving consideration to the no-cycling bylaw in Collett Park.

**CPC1.8 To consider any matters deemed to be of importance in respect to the Collett Park Charity**

No matters were raised.

**CPC1.9 Date and Time of Next Meeting**

The next meeting will be confirmed when the annual calendar of meetings has been agreed by council.

The meeting closed at 18:54 hrs.

SIGNED: ..... (CHAIR) DATE:.....

Appendix A

A member of the public

- Request for the accounts on the reports for all charity meetings to have dates relating to all payments.

DRAFT

SIGNED: ..... (CHAIR) DATE:.....