Report to: **Elsea Park Community Trust Board**

Date: **Monday 12th October 2015**

Subject: **Management Report**

From: **Barry Cook – Community Trust Manager**

1. Articles of Association

On 6 Oct 2015 I received a response from SKDC advising they are happy with our proposal to use Transpact as an escrow provider, the transfer of £38,500 to the account (rather than the original £42k), and draw down at the rate of £3.5k per month to reflect their diminishing financial liability in the unlikely event of The Trust failing.

I spoke to Buckles that same day to check if we could get everything in place for the AGM, only to find that the partner who wrote the new AoAs has since left the business. The good news is that work is being picked up by his replacement, Daniel Belsham, who I've had previous contact with as Daniel is writing the legal agreement required by SKDC.

Daniel believes that we will be in a position to put the new AoA to the vote at the AGM, so we have included a Special Resolution to that effect in the calling notices that will be posted to all members next week.

2. Banking

As previously reported by email, the account at NatWest has now been closed; the balance is being transferred to our account at HSBC. We will be closing the account at Lloyds when MU and I can attend the bank together to complete the formalities.

3. Introduction of The Trust Pension Scheme

I have opened an Admin Account with People's Pension and am working through the enrolment process.

4. Extension of The Grounds Maintenance Contract

I have received a response from one of the two companies that I have contacted advising they wish to bid for the contract; I am still waiting to hear from the other company.

5. Playing Fields

We expect to receive outline plans for Kier's proposals later this month. Both The Trust and DB have been approached by a representative of Bourne Town Football Club who would like to be involved with the discussions of the provision of the football pitches and subject to approval from The Board, I plan to take up the offer.

6. Roads

Despite previously being advised by Kier that Phase 1 roads have been adopted, my latest communication from Highways indicated that there were some outstanding remedials, and that formal sign off would not take place until all remedial work was completed. I am pleased to report that after continued pressure, we were successful in getting all junctions with Tilia Way white lined (with the exception of Quayside East; with it being a private road entered via a dropped kerb which precludes it being marked).

7. Superfast Broadband

There has been no further progress though I have been liaising with DA to see if BT Commercial can be persuaded to find the money to upgrade Cabinet 18 when the other cabinets are upgraded with funds from LCC.

8. Caretaking

[redacted]

9. Bulb Planting and New Hedges

Peter has planted some three thousand bulbs over the past week; the remaining bulbs will be planted by children from Elsea Park School next week. The extension of the hedge along Sandown Drive towards The Centre and encirclement of the pond in front of The Centre with a close-planted mixed hedge will be undertaken over the coming month.

10. Security & Access

The locks on all external doors to the main building have now been changed, and external handles fitted to the hall doors allowing access to individual sections of the hall as required.