

LOWER CENTRAL GARDENS TRUST BOARD

MONDAY, 15TH JANUARY, 2024

Present: Councillor Matthew Gillett in the Chair

Cllr S Bartlett, Cllr L Williams, Cllr J Martin,
Cllr B Nanovo and R Boon

30 Apologies for Absence

There were no apologies for absence.

31 Declarations of Interests

There were no declarations of interest.

32 Minutes of the Previous Meetings

RESOLVED: The minutes of the meeting held on 30 January 2023 and 19 September 2023 be confirmed as an accurate record for signing by the Chair.

33 Verbal Update on Enforcement actions taken in the Lower Central Gardens

The Board was provided with a verbal update on the enforcement actions taken in the Lower Central Gardens.

The Board was advised that the minutes of the previous meeting had incorrectly stated that enforcement action was taken against a business operating in Lower Central Gardens. However, the business operated in the Triangle under the name 'Kinson Market'. The enforcement action had resulted in the closure of the business due to selling illegal vapes and cigarettes to young people, with most of the evidence obtained within the Lower Central Gardens. The Board was advised that the behaviour had since ceased and as the closure order had now expired, the business was operating again but remained under review.

34 Financial Statements 2022/23

The Commission and Charity Accountant presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

The Board was advised that it was a statutory requirement to agree the annual financial statements for the Lower Central Gardens and submit to the Charity Commission by 31 January each year. The Board was asked to review and agree the accounts prior to them being signed off by the Leader and Portfolio Holder for Finance and Transformation.

Officers advised that it was the opinion of the auditor that the accounts were unmodified, with no issues, and confirmed that the portfolio holder was ready to sign the accounts for submission to the Charities Commission by its deadline.

The Board considered the financial statements of 2022/23 and made the following comments:

- In response to a query raised regarding the adjustment and increase of stock the Board was advised that it was due to stock being purchased.

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- In response to a query raised regarding VAT and whether the charity will have VAT registration in the future, the Board was advised that a response would be requested from the officers and provided at the next meeting.
- In response to a query raised regarding the formal recording of cheques that were made for cash received, the Board was advised that this was a potential issue raised by the auditor but since November 2023 cash was no longer accepted so did not pose an issue.

RESOLVED that the Board agree the financial statements and the Letter of Representation for the financial year 2022/23.

Voting: Unanimous

Future Meeting Dates and Work Programme

The Board discussed and suggested items that they wished to be included on future meeting agendas.

It was agreed that the following items would be brought to the next meeting, due to be scheduled in March:

- A general operational update
- The Annual Planting
- The tender of the ice rink
- The Pavilion maintenance progress update

Duration of the meeting: 10.00 - 10.30 am

Chairman at the meeting on
Monday, 15 January 2024