



ENDERBY PARISH COUNCIL

KING GEORGE V PLAYING FIELDS MANAGEMENT COMMITTEE

(Terms of Reference)

The King George's Field Foundation was established by declaration of trust 3rd November 1936. It has objects directed to promoting the establishment of playing fields (each to be styled "King George's Field") and physically distinguished by the placing of panels or an inscription. Its trustee is the National Playing Fields Association (incorporated by charter in 1933) now known as '*Fields in Trust*'.

Management of the land and property is subject to conditions enshrined in law via the Charity Commission. The Charity is also monitored by the *Fields in Trust* and this body provides advice and guidance to the Council in its role as Trustee.

Deed of Conveyance 12th November 1971

Land fronting Mill Lane, Enderby measuring 4.383 acres or thereabouts forming Fields Numbers 309 and 309a on the Ordnance Survey Map for Enderby Parish was conveyed to Enderby Parish Council 12th November 1971 to be managed by a management committee.

The land is held upon trust to permit the inhabitants of the Parish of Enderby and the neighbourhood and public generally to have the use and enjoyment of the land as a public park or recreation ground for the purpose of recreation at all reasonable times. The land is to be kept as open space and is subject to the rules and regulations of the Charity Commission.

Enderby Parish Council registered with the Charity Commission as Sole Trustee to King George V Playing Field – Enderby on the 4th April 2001.

KGV Playing Fields Management Committee

The KGV Playing Fields Management Committee is one of the 5 committees of the Parish Council. As a Registered Charity the Playing Fields Committee is different to other Parish Council committees such as the Planning, Recreational & Amenities, Policy & Finance and Enderby Community Library Management Committees. Registered Charitable status is - Charity Number 1086033. Enderby Parish Council covenanted with the National Playing Fields Association (now Fields in Trust (www.fieldsintrust.org)) that it will not dispose of all or any part of the playing fields or erect any building without the prior consent of the Association.

The Committee is responsible for the provision of recreational facilities including Bowls, Tennis, a general play area and equipment and woodland area.

Responsibilities

As with all committees the King George V Playing Fields Management Committee is subject to Enderby Parish Council's Financial Regulations and works within the regulations set out in the Parish Council's Standing Orders.

Responsibilities of the Parish Council

As Corporate Trustee, the Parish Council has responsibility for any proposed changes to:

1. Land use;
2. Use of buildings
3. Structure of the buildings

4. Income streams and these are considered at Parish Council meetings.
5. Setting Annual Maintenance Grants.

Meetings of the King George V Playing Fields Management Committee

In order to fulfil its role as the Corporate Trustee the King George V Playing Fields Committee shall meet at least once a year, or as set by Enderby Parish Council at its Annual Council Meeting.

Committee Structure

The King George V Playing Fields Management Committee is made up of all Parish Councillors as Trustees.

Quorum

The Quorum for the Playing Fields Committee is 6 Council Members.

Chairman

The Chairman of the King George V Playing Fields Management Committee will be the Chairman of Enderby Parish Council to be elected at the first meeting of the Parish Council each new parish year (runs from May-April).

If the Chairman is unable to attend a committee meeting the members present will appoint a committee Chairman for that meeting from one of the parish councillors present.

Minutes

The minutes of meetings will be recorded by the Clerk and signed by the Chairman at the next meeting.

Publication of Meeting Information

All business of the Charity will be transacted at Ordinary or Special meetings. 14 days' notice is required to be given in respect of Ordinary meetings which are to be convened by the Clerk. An agenda will be set including the time and place at which the meeting will be held and details of the items to be discussed.

The Chairman or two Council Members may call a Special Meeting by sending each Parish Council Member at least twenty-one days' previous notice of the meeting stating the time, place and details of the purpose for which the meeting is to be held.

Delegation of Powers

The Parish Council can, where appropriate, delegate powers to a Committee. The King George V Playing Fields Management Committee has delegated powers as follows: -

The King George V Playing Fields Management Committee

The Playing Fields Management Committee has a responsibility for:

- The maintenance of the Playing Fields as a recreational ground including grass-cutting, maintenance of hedges, trees, shrubs and plants etc.
- The maintenance of Play Equipment including Outdoor Gym and Independent Risk Assessment.
- The provision of Insurance for the King George V Playing Fields Charity.
- The maintenance of seats and other street furniture including Noticeboards.
- Ensuring that, as far as is possible, the Playing Fields offer value for money to residents of Enderby. This includes increases in rents, club subscriptions and hire costs for which recommendations are to be made to the Parish Council.
- Authorising payments made from the King George V Playing Field Account.
- Submitting Grant Applications to the Parish Council, other bodies/organisations.
- Appointing Working Parties/Sub-committees, and receiving said reports.

- To carry out repairs as deemed appropriate by the King George V Playing Fields Management Committee.
- To deal with the formal terms and conditions for hire in respect of the King George V Playing Field.
- To maintain the Service Level Agreement with Blaby District Council for grass-cutting.
- To ensure that tree surveys are completed (frequency 3 – years).
- To ensure that the Car Park (15 spaces) is maintained in good order.
- The maintenance of the Bowling Green in conjunction with Enderby Bowls Club.
- Organisation of Events at King George V Playing Field to raise funds in support of the Charity e.g. Village Fete.

Governance

Governing documents

Deed of Gift dated 23rd September 1935

Deed of Dedication dated 9th March 1938

Deed of Conveyance dated 12th November 1971.

Charitable Objectives

Mill Lane Recreational Ground is a recreation and playing field, to be preserved in perpetuity as a memorial to King George V, under the provisions of the King George's Fields Foundation.

Income (£25,000 or less)

Income for the charity comes mainly from Licence Agreements. Income is supplemented heavily by the Parish Council who oversees the maintenance and improvement of the area. The Charity has a small general reserve. The Council therefore transfers an annual sum to the charity accounts to help it to cover its costs.

Accounts can be found on the Charity Commission page and also from the link below:

<http://apps.charitycommission.gov.uk/Showcharity/RegisterOfCharities/CharityWithoutPartB.aspx?RegisteredCharityNumber=1086033&SubsidiaryNumber=0>

Charities with a financial period ending on or after 1st April 2009 are not required to send a Trustees' Annual Report and Accounts to the Commission if the Charity's income for the financial period was not greater than £25,000. Charities with an income not greater than £25,000 will have the message 'Not required' for their accounts submissions. Charities with income between £10,001 and £25,000 are still required to send an Annual Return.