

Minutes of Playing Field Trustees meeting

Held @10am on 24/04/2026 @ The Old Noel Arms Ridlington courtesy of Mr Simon Powell

Attendees

Ruth Lees (Trustee)
Simon Powell (Treasurer)
Richard Allen (Trustee)
Julie Houlton (Chair)

Apologies: None

Action List:

Ref	Description	Person Responsible
A-01	Transfer contact detail for insurance & water to Simon	SP & RL
A-02	Update village website with Simon as Treasurer & Richard Trustee	JH
A-03	Submit RPF accounts to Charities Commission & Ridlington village website	SP
A-04	Gift Aid claim	SP
A-05	Organise gift to KB in gratitude for hard work & support throughout year	SP
A-06	Complete RPF Annual report, submit & present at AGM May 5th	JH
A-07	Book village hall for Quiz Friday November 27 th	RL
A-08	Let KB know Trustees available to support village teas	JH
A-09	Speak with parish council to see if CIL funding available to plant hedge along Green Lane	RA

Agenda items 2-4

Minutes of last meeting agreed and signed by Chair.

Declaration of members interest – none declared.

Matters arising from last meeting

Agenda item 5

Financial update S Powell (Treasurer)

- Ruth to supply Simon with renewal dates for insurance and water, although water dormant currently. Reminder to confirm with water company at point of renewal that we wish for the supply to remain dormant Action **A-01 RL & SP**

- Village website to be changed to reflect Simon as treasurer and Richard as fully fledged trustee **Action A-02 JH**
- Trustees expressed their thanks to Simon for his hard work in preparing the accounts for the 2024/25 period. Simon to submit RPF accounts for 2024/2025 to Charities Commission at first available opportunity (July) & submit copy to Jackie Ike for publication on village website **Action A-03 SP**
- Simon provided update on Gift Aid & offered to liaise with Mike Horwood & RPF contributors to make claim for outstanding Gift Aid **Action A-04 SP**
- Trustees expressed their gratitude to village volunteers in particular Karen Baines for her significant fundraising contributions via village teas and her efforts to keep the playing field clear and tidy. Simon to organise flowers & wine as a token of our appreciation **Action- A05 SP**

Agenda item 6

Annual Report

JH confirmed the RPF Annual report is complete, ready to be presented at the village AGM. JH to submit ahead of AGM & present report at meeting on 5th May **Action -A06 JH**

Agenda item 7

Fundraising activities

- Trustees agreed to focus on one Quiz this year rather than two as in previous years to avoid donor fatigue from villagers. Date agreed Friday November 27th. Ruth to book village hall. **Action A07- RL**
- All Trustees happy to support village teas organised by Karen Baines, **Action A08- JH to let Karen know**

Agenda item 8

Field Maintenance

- Richard & Simon volunteered to trim RPF in particular the blackthorn on left
- Richard suggested seeking some CIL money to plant hedge along Green Lane all Trustees thought this was a good idea **Action A-09 – RA to speak to Parish Council**

AOB

No other business

The meeting closed at midday