

**Annual Trustee Meeting – The Tuckett Memorial Field (A charity for which Winterbourne Parish Council acts as Sole Trustee)**

**Date: 11<sup>th</sup> March 2026**

**Time: 9pm**

**Venue: The Greenfield Centre, Park Avenue, Winterbourne, South Gloucestershire BS36 1NJ**

**1. Welcome and Opening of Meeting**

- a. Chair opened meeting and welcomed attendees
- b. Chair confirmed that the Parish Council is meeting in its capacity as Sole Trustee

**2. Apologies for Absence**

None

**3. Declarations of Interest**

None

**4. Review of Governance Arrangements**

- a. Confirmation of the Parish Council's role as Sole Trustee - confirmed
- b. Review of governing document – not required
- c. Review of trustee eligibility and any changes to membership – no changes
- d. Confirmation of compliance with Charity Commission guidance (e.g., Charity Commission for England and Wales) - confirmed

**5. Annual Report of the Charity**

- a. Review of activities undertaken during the year:
  - i. Establishment of Heritage Orchard
  - ii. Consultation and engagement with public
  - iii. Agreed new signage
  - iv. New bench installed
- b. Assessment of public benefit
  - i. Tuckett Field is used very regularly by walkers and dog walkers and enjoyed by all who use it
  - ii. People visit from all over South Glos
- c. Review of performance against objectives - good

**6. Financial Report**

- a. Presentation of annual accounts - nil
- b. Review of income and expenditure – no income or expenditure
- c. Review of reserves policy - none
- d. Approval of accounts - approved

**7. Future Plans and Budget for the Coming Year**

- a. Approval of forward plan
  - i. Winterbourne Parish Council to organise a cut and collect for Tuckett Field with the possibility of cattle grazing (on a limited basis) and goats to keep down the brambles and nettles down on the ha-ha
  - ii. Possible partnership with National Trust as their land is adjacent and currently agreeing an easement for their benefit so they can have water in their field and potentially share any cattle
- b. Approval of annual budget – none (WPC funds any work)
- c. Strategic priorities
  - i. Make sure that by the centenary (in 2028) that all items on the 5 year plan (formulated in 2023) from the WECA grant are satisfied so that Tuckett Field is as well preserved and maintained as possible

**8. Any Other Charity Business**

None

**9. Date of Next Annual Trustee Meeting**

10<sup>th</sup> March 2027

Meeting closed: 9.26pm