

Runnymede Borough Council

CABRERA TRUST MANAGEMENT COMMITTEE

ANNUAL GENERAL MEETING

Monday 27 June 2016 at 7.30pm

Members of the
Committee present: Councillor P S Sohi
Councillor Mrs C S S Manduca
Mr C Hunt (Honorary Secretary)
Mr P McKenzie (Honorary Treasurer)

The meeting was also attended by 5 members of the public, Honorary Wardens Mrs Lane, Mr Barkham, and Mr P Winfield, Green Spaces Manager.

1. MINUTES

The Minutes of the Annual General Meeting held on 16 June 2015 were confirmed and signed as a correct record.

2. CHAIRMAN'S OPENING REMARKS

Cllr Sohi welcomed members of the public to the 2016 Annual General Meeting of the Cabrera Trust and introduced the members of the Management Committee, Honorary Wardens, Council Officers and Vicki Balaam, Leader of the 'Mighty Adventurers' Forest School sessions held on the Trust's land.

The purpose of the Annual General Meeting was to inform local residents of how the Trust had managed the land and how its funds had been spent over the past year, together with a formal report on the current state of the Trust's accounts. The meeting would include a discussion forum, during which residents could ask questions of the Trust Members.

The Cabrera Trust was constituted by Deed of Trust, as amended by a Scheme made by the Secretary of State for Education and Science, dated 24 March 1972, and was a registered charity. Runnymede Borough Council was the Trustee.

The Trust was responsible for the management of the open space playing area on Cabrera Avenue and approximately 52 acres of land alongside the River Bourne, known as the Riverside Walk. It was also responsible for the administration and use of the Trust funds. The Trust Deed required that the Riverside Walk was maintained for the exercise, recreation and benefit of the inhabitants of Virginia Water and the neighbourhood, and the open space on Cabrera Avenue was to be used as a public recreation ground for the benefit of the same area.

The Management Committee had been set up by the Trustee to provide a clear local focus for the management of the Trust land. The Management Committee comprised of the three Virginia Water Ward Councillors, together with two Council Officers, acting in the capacity of Honorary Treasurer and Honorary Secretary.

In addition to this, the Committee had six co-opted members, Mrs H Lane, Mr T Ashby, Mr K Barkham, Mr J Midwinter, Mr A Saunders and Mr P Stephens. The Trust wished to express their thanks to the co-opted members for their invaluable help, support and advice. Peter Winfield stressed the importance and value of this team who reported back any problems which assisted Officers to maintain the land to such a good standard.

3. ANNUAL REPORT FOR YEAR ENDED 31 MARCH 2016

a) Honorary Secretary's report

The Honorary Secretary reported that repairs to the downstream bridge had been completed at a cost of £11,456. Council Officers had received samples of recycled plastic boards which may be a cost effective alternative for replacement of existing boardwalks. The Committee would discuss this at their next meeting in July.

New signage for both the entrances were currently being designed and would be discussed with the Committee at its next meeting in July.

Sewerage works had been undertaken by Thames Water and a sum of £1500 had been secured to fund improvement of the path leading from Cabrera Avenue.

Members of the Management Committee would discuss remedial works at their next meeting in July. However, there was nothing major needed.

Tree inspections have been undertaken recently along all the Riverside Walk boundaries and the results would be reported to the Committee in July.

The Committee wished to thank the Egham and Staines Conservation Volunteers who had carried out some work recently removing the invasive Himalayan Balsam.

b) Honorary Treasurer's Annual Report

The Honorary Treasurer presented the Trust's Annual Report for the year ended 31 March 2016.

The main cost during the last year had been the £11,456 for the bridge repairs. The statement of Financial Activity showed a deficit in the year of £14,116. The market was volatile during the last twelve months. There was a decrease in the market value of the external investments of £18,874 which had resulted in a decrease of the fund balance to £32,991.

Total expenditure had been £23,905, which exceeded total income of £9,700.

The Trust had investments in Charities Official Investment Fund (COIF) Income Shares and M & G Charifund Shares, both of which had reduced in value during the year. At 31 March 2015, the value of the holding in COIF Income Shares was £81,049 and £135,370 in the M & G Charifund Shares. These were held as long term investments and provided a regular income stream, with dividend income of £9,779 during the year.

At 31 March 2016 the Trust had no money invested with the Council but was in the process of selling a number of Charities Official Investment fund shares (COIF) to maintain ongoing cashflow requirements.

The Balance Sheet showed an overall fund balance of £216,419 at 31 March 2016.

4. ANNUAL INSPECTION OF THE TRUST LAND

The annual inspection of the Trust land had taken place on 26 May 2016 had had been attended by Councillor Sohi, Mrs H Lane, Mr K Barkham, Mr J Midwinter and four Council Officers.

Riverside Walk

The following points had been recorded during the inspection: -

- Some green waste had been left by the entrance, this would be cleared and chipped into the woodland

- New signage for both the entrances were currently being designed. Details of which would be brought to the next Committee meeting
- Areas which had become churned and boggy following work on the site by the contractors working on behalf of Thames Water would be rectified. The full cost had been obtained from Thames Water.
- Council Officers were currently looking at replacing missed and/or vandalised walk markers. The cost was £500 - £600 to replace them all.
- The text in the leaflet regarding the Riverside Walk was being reviewed. The possibility of this being available to download from the Council's website was also being considered. However, problems with the lack of a signal on site may be restrictive.
- The ancient Oak tree at the south side of the site was noted to have several dead branches. However, these were not hanging over the path. The Group was unsure if the tree was listed as a veteran tree. Council Officers would investigate and advise.
- A fallen tree across the Bourne was noted. However, the Group felt this was safe to be left insitu.
- Residents had previously raised concerns over drainage and areas of stagnant water. It appeared the ditch was not draining away. The Council's drainage team had been informed.
- A path adjacent to 60 Harpesford Avenue had been found which could be used as another access point onto the Trust land. The possibility of 'opening' this up would be considered by the Committee at its next meeting in July.
- It appeared that a pipe was leaking sewage at the north side of the site. Council Officers would report to the Environment Agency.
- Several areas of Skunk Cabbage were noted which needed treating.
- A loose strip of boardwalk was noted at the south side of the river. Officers had received samples of recycled plastic boardwalks which may be a cost effective suitable alternative to previous quotes. Further alternatives and suppliers would be considered by the Committee at its next meeting.
- Some further coppicing would be considered if tree surgeons were on site and budgets allowed
- Generally, the site was in good order.

Cabrera Open Space

- The Cabrera Open Space was noted to be in good order, with no litter or graffiti.

6. DISCUSSION FORUM

A resident asked the Committee if the proposed development on the Bourne Car Park would have any impact on the Trust land. The resident was advised that the development would not impact on the boundary and conditions relating to littering the area would be part of the planning conditions. Additionally, the Council's Green Space Officers would monitor the contractors.

Concerns were raised regarding the Committee giving consideration to opening up the path adjacent to 60 Harpesford Avenue particularly in relation to security. The Committee would need to consider this when discussing at their July meeting and also consider the cost of opening and maintaining versus the benefit.

Officers were thanked by a resident for their swift action removing a fallen tree recently.

7. PRESENTATION BY GUEST SPEAKER

Vicki Balaam gave a presentation on 'Mighty Adventurers' Forest Schools.

The Management Committee and members of the public thanked Vicki Balaam for a very interesting and informative presentation.

Chairman

(The meeting ended at 8.20pm)