

**MINUTES OF AN EXTRAORDINARY & PUBLIC MEETING HELD IN THE VILLAGE HALL ON
MONDAY 17TH AUGUST 2026 AT 7.30PM**

Present: Cllr Mike Drake PC Chairman
Cllr Steven Bodenham PF Committee Chairman
Cllr Jenny Barraclough
Cllr Sue Elliott
Cllr Richard Overs
Cllr Peter Shaw

In attendance: 6 Members of the Public.

AGENDA For Playing Field Committee

1. Apologies (To receive apologies for absence).

Apologies were given for Toby Chilcot, Al Kennedy, Anna Powell, Angela Harris and Charlie Overs

2. To discuss the current issues facing the management of the Playing Field in accordance with the 1952 Conveyance document.

Cllr Steven Bodenham explained the concept of the 1952 Conveyance document and the attempt to re-establish the Playing Field Committee in 2025. Emphasis was placed on the relevance of the document in 2026, proving dated and difficult to adhere to due to a general lack of community time and anxieties regarding responsibilities individual trustees are exposed to.

3. To discuss potential ideas for the future management and ownership arrangements for the village playing field including the potential role of the Parish Council.

In July 2026 the Playing Field Committee agreed that the 1952 deed was not fit for purpose and was in fact deterring community interest. It was concluded that response was greater when informal volunteer requests were required for working group events. Consequently it was decided that the future management would be better effected if the PC could take on full management of the playing fields in addition to its role as custodian trustee.

AGENDA for Parish Council

1. Apologies (To receive apologies for absence).

There were no apologies.

2. Declaration of Interest (Members are requested to declare any interest they may have in the business set out on the Agenda to which the approved Code of Practice applies.)

There were none declared.

3. To discuss the current issues facing the management of the Playing Field in accordance with the 1952 Conveyance document.

Following the introduction given by Cllr Bodenham on behalf of the Playing Field Committee, there were no further discussion requirements for this item.

Initials & date:

4. To discuss potential ideas for the future management and ownership arrangements for the village playing field including the potential role of the Parish Council.

Cllr Sue Elliott explained the options that could be considered following her investigations. The options included:

- **Remain adhering to the current deed**, making it work. For example, where a trustee is required and the group no longer exists, co-opt in a member from a more relevant and current group. Examples given were the new appointment of members from the School, or Tennis Club who use the Field daily. This would still leave the issue of liability on individual trustees.
- **Consider creating a CIO (Charitable Incorporated Organisation)**. This would reflect the current model used by the Parish Village Hall. It would be the closest modern equivalent to the original deed, still requiring members from specific groups and with the same management points. The most important difference with this option being that individual trustees would not be personally liable and would hopefully therefore attract more interest by potential committee members.
- **Changing the status of the Parish Council from Custodian Trustee to Sole Trustee**. This would be the most costly option due to the legal paperwork required. However this option would be the most reliable option for the future to ensure management is continued via a stable and consistent trustee, who should always be present representing the community. It was also explained that with this option community groups listed on the original deed would need to waive their rights as interested parties and would therefore lose their individual opportunity to be represented.

Whilst explaining these options Cllr Elliott also emphasised the importance of the Charity Commission and their importance in the final outcome.

4. To discuss costs and necessary appointments if the Committee cannot meet the requirements in the 1952 Conveyance document.

No formal costs could be discussed as these were still being sought. It was generally agreed by those attending the meeting that further investigations should continue into the change of Parish Council status to Sole Trustee and that future discussions would be based on this.

Cllr Bodenham confirmed that he was happy for conversations to be continued with the Charity Commission, on the basis that the Committee could not fulfill its required role in the community. It was therefore concluded that the next steps would include not only cost analysis in terms of legal paperwork, but also implications on finances such as VAT and accounting.

Public Questions

- Representatives from the Cranham Tennis Club raised concerns regarding their future on site and queries were raised as to the land the club occupies. Cllr Elliott re-assured them that there should be no change to the current situation. The Tennis Club Members also requested that any future administration should (where possible) clearly state their legal position on site.

Initials & date:

- A query was raised regarding the ownership shown on the Playing Field Land Registry document. It was concluded that this document may be available in historic files which are still accessible. If not a search could be requested.
- A former Clerk attending the meeting confirmed that the Parish Council had always been strongly involved with the Playing Field, even when there was a fully functioning committee.
- There was concern raised that if the Parish Council was the Sole Trustee, they could sell the land for development. Cllr Elliott confirmed that any amended deed would need to closely follow the original deed where possible and that there was already strict rules on the importance of the field in the community and what it should be used for. It was clarified that the Parish Council could not sell the land without agreement from the Village and a very specific process would need to be followed in this unlikely situation.
- It was suggested that the administration for regularising ownership would only be required once in terms of expenditure; thereafter future focus could solely be placed on less formal working groups.
- It was queried if the community could be asked to help raise funds.

**THERE BEING NO FURTHER BUSINESS
THE MEETING CLOSED AT 8.31pm**

Signature: _____

Date: _____

Initials & date: