

RECREATION GROUND, SAXILBY - MANAGEMENT
Appendix 2: Project List Document

No.	Task	Comments	Owner	Due Date	Status	Road Block/timing
FINANCE						
51	Rates - contact WLDC re tennis and bowls club as rates will need splitting - 31 March 22.	Have to apply to have business rates re-assessed with the valuation office. VOA - Check Case submitted 26/08/25. VOA have 12 months to complete check."Assigned -Your check case has been passed to a caseworker. Your case status may not change for several weeks." 26/09/25. Expected by 26/01/26	Clerk	2026	In progress	
19c	Nominate or elect two or more charity trustees to go back up to 4 in original indenture	Hold until community centre lease approved due to conflict of interest - Charity Commission concern	Council		ON HOLD	
LEGAL - LEASES/AGREEMENTS/LICENSES						
COMMUNITY CENTRE LEASE						
59e/f	Lease agreed	Ensure service charge arrangement clause included in lease (May Ex-O FC action FC25/121 28. and FC25/122 29.). Next meeting arranged 02/12/25 to continue review	Council/Charity	2025/26	In progress	
BAR OUTSOURCING						
50c	Bar outsourcing	Council previously agreed to no longer run the bar and to outsource. Work on this was in progress with a tender document being at draft stage in December 2021, to complete the outsource. This was paused due to the legal issues. The council is not able to 'sub-let' the bar until a prent lease is in place. The Pavilion bar venue remains available to hire. Work on separating areas of the building may be required to make long-term outsourcing feasible. Saxilby Sports Hub regularly hiring bar area. Meeting to be arranged with Sports Hub to start discussing Heads of Agreement -	LH	2026/27	ON HOLD	Sports Hub need to sort legal status before progressing.
RECREATION GROUND						
66	VOS Submission	Valuation Office submission - plan of field and who is liable for rates to formailise and correct position.		2026/27	ON HOLD	Progress when item no.51 complete

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CUSTODIAN TRUSTEE UPDATES						
LEASES						
60a	Register Outdoor (and other SPRG leases) with Land Registry	There will be a cost - Solicitors fee received and shared with council Feb FC - £1,150exc. VAT plus £45 Land Registry registration fee. There is sufficient legal budget to cover this. Currently 12-24 month wait for Land Registry to complete. Moved to CT action - Form AP1 being drafted.	Clerk/SPRGC	2026	ON HOLD	To be submitted when all leases singed inc. CC lease.
60b	Register Community Centre Lease with Land Registry	Moved to CT action - Form AP1 being drafted.	Clerk/SPRGC	2026	ON HOLD	Lease to be agreed 1st.
66	Register sports clubs leases with Land Registry	Moved to CT action - Form AP1 being drafted. To be submitted when all leases singed inc. CC lease	Clerk/SPRGC	2026	ON HOLD	To be submitted when all leases singed inc. CC lease.
	<i>Query if sub-lease would need registering?</i>					
59	Council to consider re-charging of custodian trustee (officer) time on charity activities - take legal advice?	CT meeting held Jan 2025. Legal advice sought 29/09/24 and received. CT meeting held Nov. Added to Dec FC			Complete	28/11/2025
64	To consider whether to request SPRGC remove the council as CT and vest the land in the Official Custodian for Charities, as referred to in the essential trustee	CT meeting held Jan 2025. It was agreed to wait until all the leases are all put in place and then re-visit.			ON HOLD	
65	SOP for financial payments as CT	Process drafted and reviewed at meeting on 07/05/25. Charity updating and will go to next CT meeting in Nov. CT Meeting held 12/11/25. Added to Dec FC			Complete	28/11/2025
4bi	Memorandum of Understanding between SPRGC, Saxilby with Ingleby Parish Council acting as the custodian trustee of the Charity's property under Section 4 of the Public Trustee Act 1906.	Accept MOU. On CT meeting in Nov - Added to Dec FC	Clerk	05/11/2025	Complete	28/11/2025

3	Comms		LH/JW	Ongoing	In progress
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