

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Tuesday 21st September 2015 at 7.00pm At the Parish Office, Killick Way, Williton

Attendees:

Councillors: McDonald (Chairman), Vaughan, White, Richards, Kirkham, Aldridge and Peeks

Other: Mrs S Towells

Public: Mrs D Hooper, Mr Robin Hay and one other

Press: None

Apologies:

Councillors: Denton, Bennett and Perrett

Public:

15/39 Apologies

As noted above.

15/40 Declarations of Interest

Name	Agenda item	Interest	Action
Cllr White	Whole	Garden Backs onto MG	Participated
Cllr Richards	15/46	Prejudicial- work for WSC	Gave information

15/41 Approval of the Minutes of the Meeting held on 27th July 2015

After a proposal by Cllr Richards and seconded by Cllr Vaughan it was unanimously **resolved** to approve the minutes.

15/42 Approval of the Minutes of the extraordinary meeting held on 1st September 2015

After a proposal by Cllr Vaughan and seconded by Cllr White it was unanimously **resolved** to approve the minutes.

15/43 Matters to report

15/43.1 (Item 15/22.1) CCTV

It was **resolved** to note the CCTV was fully functional. Signs had been put up around the Memorial Ground to inform members of the public.

15/44 Correspondence

15/44.1 It was **resolved** to note the correspondence log. It was also **resolved** to ask the contractor about the dead branch in the horse chestnut tree.

15/44.2 Letter of acceptance of appointment of Project Manager from C Mitchell – it was **resolved** to note the letter.

15/44.3 Letter from Robin Hay – As Mr Hay was present; the Chairman asked the members of the council if they would allow him to speak. After a proposition by Cllr Aldridge and seconded by Cllr Vaughan it was unanimously **resolved** to allow Mr Hay to speak to the Council. Mr Hay wanted to know the annual fixed costs of running the pavilion such as depreciation, interest, running costs and insurance. Cllr Vaughan explained that there would be no depreciation because the building is a gift to the people of Williton and has no commercial worth, it is held in perpetuity for the residents of Williton. The funder is investing in the community and not the building. There would be no interest paid because the grants are gifts and not repayable. The running costs based on the first year would be approximately 10% utilisation of total hours, around 10 hours per week at £7.00 per hour. The insurance costs would be approximately £1200 per year plus utilities. At present rates are zero rated. Mr Hay gave his thanks.

15/45 Finance

15/45.1 It was **resolved** to pay the accounts on the attached list. It was also **resolved** to recommend Full Council pay the invoices for Broxap for £739.00 plus VAT and for Coomber Security for £5178.00 plus VAT. This would enable the Parish Council to claim back the VAT.

15/45.2 It was **resolved** to note the Current Account Expenditure Analysis and Financial Reserve Estimated Provisions and to note the bank balance as 31st August 2105 = £23373.19

15/45.3 It was **resolved** to note that the bank reconciliation for months July and August 2015 was carried out by Cllr Vaughan.

- 15/45.4 Budget Considerations It was **resolved** the clerk would forward last year's draft budget to councillors to enable them to make this year's budget recommendations at the November meeting.
- 15/46 Report on Recreation Ground**
It was **resolved** to note the email from Ian Whitehead stating the ground had been left in an unacceptable state on the last two occasions. The Clerk had spoken to the contractor who informed her that hopefully they would be getting a new mower.
- 15/47 Report from Officers**
- 15/47.1 Ground Management Officers
Dog fouling seems to be on the increase again, especially in the play area. It was **resolved** to look at CCTV footage. Discussions took place about getting a dog warden to patrol the area.
- 15/47.2 Building Management Officers
The shower in the blue changing room was no longer heating up. After a proposition by Cllr Aldrige and seconded by Cllr peeks it was unanimously **resolved** to buy a new shower if the present one could not be repaired. Cllr White reported that the existing building was underused and he would come up with a plan in time for the next meeting to utilise this building.
- 15/47.3 Asset Management Officers
No change.
- 15/47.4 Legal Officers
No update.
- 15/48 Pavilion Project**
Chris Mitchell from Mitchell Architects has been appointed as Project Manager. The Big Lottery stage 2 application has to be submitted by 22nd October 2015, which will then take up to five months to process. CCS are assisting with this application and are developing an online survey to be linked to our website. The Management Group met on 21st August which included thirteen members of the public to discuss user requirements. The application for £70,000 for the Leisure fund was submitted on 16th September.
- 15/49 Events on the Memorial Ground**
- 15/49.1 Halloween Hog Roast
Two bands had been booked and tickets had been printed. Andy Lyder had been booked to do the hog roast. There would be a children's tent with free activities for the children and tea and coffee would be available. There would also be a licenced bar. Posters would go out beginning of October and two advertisements would go in the free press.
Volunteers would be needed to help out on the night.
- 15/50 Matters for the next meeting to be held on Monday 26th October 2015**
Budget
Plan for changing room building.

Meeting closed 8.40pm.