

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 22nd February 2016 at 7.00pm At the Parish Office, Killick Way, Williton

Attendees:

Councillors: McDonald (Chairman), Vaughan, White, Bigwood, Richards, Denton, Kirkham and Aldridge
Other: Mrs S Towells
Public: Mrs D Hooper
Press: None

Apologies:

Councillors: Perrett, Bennett and Peeks
Public:

15/90 Apologies

As noted above.

15/91 Declarations of Interest

| Name | Agenda item | Interest | Action |
|---------------|-------------|----------------------------|--------------|
| Cllr White | Whole | Garden backs on to MG | Participated |
| Cllr McDonald | 15/98.3 | Prejudicial/ member of RBL | None |

15/92 Approval of the Minutes of the Meeting held on 25th January 2016

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

15/93 Matters to report

- 15/93.1 (Item 15/80.1) Dogs on the Recreation Ground The Clerk had contacted Scott Weetch from Taunton Deane who confirmed that an open space order was not required. 'Dogs to be kept on leads' could be included in the byelaws. It was **resolved** to put a press release out to inform dog owners that the Dog Warden had been patrolling the ground and would continue to do so.
- 15/93.2 (Item 15/80.2) Changing Room Building Improvements The Clerk reported that she had contacted the planning department at West Somerset Council and that planning permission was not required for the internal door, but was still waiting to hear if building regulations would be required.
- 15/93.3 (Item 15/83.1) Updating Byelaws This item was deferred until the next meeting
- 15/93.4 (Item 15/83.2) Lighting the Beacon. It was **resolved** the Beacon would be lit on 21st April to celebrate the Queen's Birthday after the Clerk reported it had been inspected by B Walsh and Sons Ltd and was safe to light.

15/94 Correspondence

- 15/94.1 It was **resolved** to note the correspondence log.
- 15/94.2 Somerset Playing Fields' Association
It was **resolved** to pay the annual subscription of £15.00.

15/95 Finance

- 15/95.1 There were no accounts to be paid.
- 15/95.2 It was **resolved** to note the Current Account Expenditure Analysis and Financial Reserve Estimated Provisions and to note the bank balance as 31st January 2016 was £67912.21
- 15/95.3 It was **resolved** to note the Pavilion income expenditure and analysis.
- 15/95.4 It was **resolved** to note that the bank reconciliation for the month of January 2016 was carried out by Cllr Vaughan.

15/96 Report on Recreation Ground

No Report

15/97 Report from Officers

- 15/97.1 Ground Management Officers
It was reported the pathway from the Catwell entrance was very muddy and slippery when wet. It was **resolved** to write to Highways to ask if they could clear this.

- 15/97.2 Building Management Officers
No report
- 15/97.3 Asset Management Officers
Cllr Richards reported assets were all in good order, with the exception of some fence posts and bench legs being rusty.
- 15/97.4 Legal Officers
No report
- 15/98 Pavilion Project**
- 15/98.1 Working Group Report – It was **resolved** to note the report. Discussions took place regarding the name of the project, Cllr Vaughan thought a competition could be held to name the building, this would be looked at once the building work had commenced.
- 15/98.2 Big Lottery Update - The Working Group met with Simon Murray on 4th February. Simon was very supportive of the project and put Cllr Vaughan in touch with Gary Davis who would be our Mentor during stage 3. Simon and Gary decided to defer submitting their report from the March meeting until May in order that some consideration can be given to the internal configuration of the building. They would like to incorporate baby changing facilities, a meeting room, and an informal area. The project is now being driven by the requirements of the Big Lottery.
- 15/98.3 Design Considerations – Discussions took place regarding the design. After a proposition from Cllr Vaughan and seconded by Cllr White with an abstention from Cllr McDonald it was **resolved** to remove the stairwell and increase the length of the building by 4 meters. This would allow space to include a meeting room (7M x 5M) a unisex baby changing room and a foyer/reception area. Relocate the kitchen to the opposite end of the building and to double up the referee changing room to a second disabled changing facility. Also to maintain the symmetry of the building, increase the upper roof section by 4 meters, this also provides a future growth opportunity of an upstairs room of 9m by 7m, with room in the foyer to install a lift and spiral staircase. It was further **resolved** that Cllr Vaughan would send a sketch of the plans to Gary Davis for consideration. If he seems happy with the changes a meeting would be arranged with Reed Holland Associates to outline our requirements.
- 15/99 Report from Fundraising Committee**
Mrs Hooper reported the first coffee morning/table top sale would be held on Saturday 27th February and the bingo continued to do well.
- 15/100 Events on the Memorial Ground**
- 15/100.1 Duck Racing – Volunteers needed to serve teas. Posters would go up end of March.
- 15/100.2 Fete- A meeting would be held in March but volunteers are needed to help out on the day.
- 15/100.3 Queen's Birthday Celebrations – It was **resolved** to let the Parish Council Events Committee oversee this event, the committee would be meeting on 29th February 2016.
- 15/101 To pass resolution to exclude the press and public from the meeting**
- 15/102 Changing room improvements – to discuss quotations**
After a proposition from Cllr White and seconded by Cllr Aldridge it was unanimously **resolved** to instruct B Walsh and Sons to carry out the repairs to the main entrance door frame and rendering around the doorway at a cost of £183.00 plus VAT.
- 15/103 Matters for the next meeting to be held on Tuesday 29th March 2016.**
Lottery update

Meeting closed 8.40pm