

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 26th June 2017 at 7.00pm At the Parish Office, Killick Way, Williton

Attendees:

Councillors: Richards (Chairman), Hooper, Birkett, Vaughan, Bennett, Denton (arrived 7.40) and Perrett
Clerk: Mrs S Towells
Other: None
Press: None

Apologies:

Councillors: Peeks and Aldridge
Public:

17/21 The Chairman advised that the meeting would be recorded.

17/22 **Apologies**
As noted above.

17/23 To Receive Declarations of Interest

Name	Agenda item	Interest	Action
Cllr Perrett	All	Garden backs on to Memorial Ground	Participated

17/24 **Approval of the Minutes of the Meeting held on Monday 22nd May 2017**
It was unanimously **resolved** to approve the minutes.

17/25 **Matters to report**
Cllr Bennett advised a health and safety representative should be present at working group meetings.

17/25 Correspondence

17/26.1 It was unanimously **resolved** to note the correspondence log. Cllr Birkett would like the Clerk to find out if there are any other water suppliers in this area and costings.

17/26.2 It was **resolved** Mr M White could have stones off the WCH land for a donation of £20.00.

17/27 Finance

17/27.1 It was **resolved** to pay the accounts on the attached list.

17/27.2 It was **resolved** to note the Current Account Expenditure Analysis and Financial Reserve Estimated Provisions and to note the bank balance as 31th May 2017 was £85347.28

17/27.3 It was **resolved** to note the Pavilion income expenditure and analysis.

17/27.4 It was **resolved** to note that the bank reconciliation for the month of May 2017 was carried out by Cllr Vaughan.

17/27.5 It was **resolved** to return the form to Lloyds Bank to remove 3 signatories from the account. It was further **resolved** to write a letter to Lloyds bank to allow the Clerk to get information about the account and access bank statements.

17/28 Report from Officers



- 17/28.1 Ground Management Officers The ground was in good order. Complaints had been received from someone towing trailers in the play area and on the Recreation Ground, half term week. The Clerk checked the CCTV and this was the case, it was the contractor employed by the bowling club. They had removed the post and gate and accessed the ground without seeking permission. This was a health and safety concern because no risk assessments had been carried out or public liability insurance shown. It was **resolved** to send a letter to both the contractor and the bowling club outlining that this could never happen again. It was further **resolved** to replace the bottom padlock so this could not happen again. It was **resolved** to ask the Parish Council to increase the amount of cuts to the hedges in the Memorial Ground when they renewed the contract.
- 17/28.2 Building Management Officers (Cllr Denton arrived at the beginning of this item) The outside coverings for the electrical sockets had been removed. It was **resolved** to ask Pete Broadey to repair them. Cllr Richards reported he had to repair both gates into the play area.
- 17/28.3 Asset Management Officers It was **resolved** to ask the Parish Council to arrange removal of the street arts boards from the tractor shed.
- 17/28.4 Legal Officers There was no report.
- 17/28.5 Fundraising Officer Fundraising continues to go well.
- 17/29 Pavilion Project**
- 17/29.1 Big Lottery Update- It was **resolved** to write to Risdon Hosegood to employ them for any legal work required for the big lottery. This would be paid for out of the big lottery grant.
- 17/29.2 Working Group Reports – It was **resolved** to note the reports.
- 17/29.3 Flyposting – It was **resolved** no posters could be advertised on lamp posts or other public places unless prior permission has been granted by the landowner.
- 17/29.4 To add a member of public to the working group – It was **resolved** not to allow members of the public onto the working group. It was unanimously **resolved** to set up a steering group to include members of the public to look at the evaluation process.
- 17/30 Events on the Memorial Ground**
- 17/30.1 Sunday 28th May – Duck Race and Car Boot Sale – This event was well attended and went well. There were very few volunteers and this needs to be addressed for future events. A profit of just over £500 was raised.
- 17/30.2 Saturday 8th July – Annual Fete – Volunteers required to be on the field from 8.30 am to erect the marquees. The Clerk explained that she would do a brochure but print it herself to save £300 printing costs. Entry would be by donation this year.
- 17/30.3 Fete 2018 – Cllr Vaughan had concerns about Robert Street entrance being closed due to the building of the pavilion. This item would be discussed again in the spring.
- 17/31 Footpath from Robert Street to Catwell**
Cllr Peeks requested this item on the agenda. It was **resolved** the Clerk would discuss this with Cllr Peeks and apply for a section 31 if that is what is required.
- 17/32 Matters for the next meeting to be held on Monday 24th July 2017**
White line machine

Meeting closed 8.20pm

