

# WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

c/o Williton Parish Council, 2 Killick Way, Williton, Somerset TA4 4PY

Tel & Fax: 01984 633979 Email: [willitonpc2@btconnect.com](mailto:willitonpc2@btconnect.com)

Dear Trustee

18<sup>th</sup> May 2016

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 23<sup>rd</sup> May 2016 at 7.00pm** in the Parish Office, 2 Killick Way, Williton.

Yours sincerely



Sarah Towells  
Clerk to Trustees

## AGENDA

- 16/01 To Note Apologies**
- 16/02 To Receive any Declarations of Interest**
- 16/03 Minutes of the last meeting held on 25<sup>th</sup> April 2016 for approval** (attached)
- 16/04 Appointment of Officers and Working Party Representatives** (attached)
- 16/05 Chairman's address**
- 16/06 Matters from the minutes – for report purpose only**
  - 16/06.1 (Item 15/119.1) Changing Room Building Improvements
- 16/07 Correspondence**
  - 16/07.1 To note the correspondence log (attached)
  - 16/07.2 Centenary Fields (attached)
- 16/08 Finance**
  - 16/08.1 Approval of accounts for payment (to be circulated at meeting)
  - 16/08.2 Current account analysis and Financial Reserve Estimated Provisions for 30<sup>th</sup> April (attached)
  - 16/08.3 Pavilion income and expenditure analysis (attached)
  - 16/08.4 Bank reconciliation (to be signed at meeting)
  - 16/08.5 Year End Accounts
- 16/09 Report on Recreation Ground** (attached)
- 16/10 Report from Officers**
  - 16/10.1 Ground Management Officers
  - 16/10.2 Building Management Officers
  - 16/10.3 Asset Management Officers (Bench's/youth club forwarded)
  - 16/10.4 Legal Officers – updating byelaws (forwarded 4<sup>th</sup> May)
- 16/11 Williton Football Club Agreement**
- 16/12 Pavilion Project**
  - 16/12.1 Working Group Report
  - 16/12.2 Big Lottery Update
  - 16/12.3 War Memorial Improvements
- 16/13 Report from Fundraising Committee**
- 16/14 Local Lottery (Cllr White)**
- 16/15 Events on the Memorial Ground**
  - 16/15.1 Duck Racing – 29<sup>th</sup> May 2016
  - 16/15.2 Fete – 9<sup>th</sup> July 2016
- 16/16 To pass resolution to exclude the press and public from the remainder of the meeting**
- 16/17 To discuss tenders** (attached)

**16/18 Williton Pavilion Budgetary Summary Costs (forwarded)**

**16/19 Matters for the next meeting to be held on Monday 27<sup>th</sup> June 2016**