

# 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

27<sup>th</sup> November 2017

A meeting of the Project Working Group will be held on Thursday **30<sup>th</sup> November 2017 at 7.00pm** in the Parish Office, 2 Killick Way, Williton.

Yours sincerely



Sarah Towells  
Clerk to the Trustee

## **A G E N D A**

- 17/11B To Note apologies**
- 17/12B Minutes of the last meeting held on 14<sup>th</sup> November 2017 for approval**
- 17/13B Hire Rates**
- 17/14B Hire Agreement**
- 17/15B Labour requirements, Janitorial and Cleaning**
- 17/16B Marketing approach**
- 17/17B Section 11 (Business Plan) H&S requirements**
- 17/18B Website**
- 17/19B Date for next meeting – Monday 11<sup>th</sup> December**
- 17/20B Matters for the next meeting**