

# WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

## Minutes of the Trustee Meeting held on Monday 23<sup>rd</sup> May 2016 at 7.00pm At the Parish Office, Killick Way, Williton

### Attendees:

**Councillors:** Richards (Chairman), McDonald (Vice Chairman), Vaughan, Bennett, White, Peeks, Perrett, Parbrook and Denton (arrived 7.40pm during item 16-09 left again 8.10pm during item 16/11 and returned 8.25pm during 16-12.2)

**Other:** Mrs S Towells

**Public:** Mrs D Hooper

**Press:** None

### Apologies:

**Councillors:** Bigwood, Kirkham, Aldridge

**Public:**

### 16/01 Apologies

As noted above.

### 16/02 To Receive Declarations of Interest

Name	Agenda item	Interest	Action
Cllr White	Whole	Garden backs on to MG	Participated
Cllr Perrett	Whole	Garden backs on to MG	Participated
Cllr Peeks	16/17	Deal with builders in in my job	Participated
Cllr McDonald	16/10.1	County Chairman of RBL	Participated

### 16/03 Approval of the Minutes of the Meeting held on 25<sup>th</sup> April 2016

It was unanimously **resolved** to approve the minutes.

### 16/04 Appointment of Officers and Working Party Representatives

It was **resolved** to appoint representatives as follows -

Ground Management Officers	Bigwood and McDonald
Budget Monitoring Officers	Vaughan and Bennett
Building and Asset Management Officers	Richards, Perrett and White
Legal Officers	Peeks and Bennett
Pavilion Working Group	Vaughan, White, Bigwood, McDonald, Peeks, Parbrook and Richards
Fundraising Committee	McDonald
Events Co-ordinators	Bennett and White

### 16/05 Chairman's Address

The Chairman asked all Trustees that they respect each other at all times. He reminded them that no individual could make a decision, it had to be a majority decision voted on in a Trustee meeting. He also asked that they all ensure that all correspondence went through the office. The Chairman reminded the Trustee that if they chose to abstain from voting they had not voted either for or against.

### 16/06 Matters to report

16/06.1 (Item 15/107.1) Changing Room Building Improvements The Clerk reported the builders said they would start work this week and the work would be completed in time for the fete.

### 16/07 Correspondence

16/07.1 It was unanimously **resolved** to note the correspondence log.

16/07.2 It was **resolved** to note the information.

### 16/08 Finance

16/08.1 It was **resolved** to pay the accounts on the attached list.

16/08.2 It was **resolved** to note the Current Account Expenditure Analysis and Financial Reserve Estimated Provisions and to note the bank balance as 30<sup>th</sup> April 2016 was £75,948.15.

16/08.3 It was **resolved** to note the Pavilion income expenditure and analysis.

- 16/08.4 It was **resolved** to note that the bank reconciliation for the month of April 2016 was carried out by Cllr Vaughan.
- 16/08.5 Year End Accounts - The Clerk reported these were with the auditor.
- 16/09 Report on Recreation Ground**  
It was **resolved** to note the report. It was further **resolved** to write to The Royal British Legion to ask if they had anyone that would like to look after the Memorial Garden.
- 16/10 Report from Officers**
- 16/10.1 Ground Management Officers It was reported the ground was in good order other than the grass needed cutting.
- 16/10.2 Building Management Officers The building would need a clean before duck racing but otherwise alright.
- 16/10.3 Asset Management Officers Cllr Parbrook would speak to David Gliddon to ask if he could provide paint for the bench legs to enable the Youth Club to repair them.
- 16/10.4 Legal Officers Defer until the next meeting.
- 16/11 Williton Football Club Agreement**  
It was **resolved** to write to the football club to remind them of the agreement as the changing rooms were often left in a mess and training equipment left in the kitchen area. The current agreement expires on 31/05/16. Cllrs McDonald, White and Richards would arrange to meet to draft a new agreement for the Trustee to approve.
- 16/12 Pavilion Project**
- 16/12.1 Working Group Report –  
No report
- 16/12.2 Big Lottery Update/Proposal – A further survey of the Parish and surrounding Parishes would be required by the Big Lottery. Cllr Vaughan had received an email from Keely Rudd who organised our on line survey that failed. She said she was happy to contact Simon Murray to let him know what had happened. It was **resolved** that Cllr Vaughan would reply to say the Trustee did not want her to contact Simon Murray on their behalf. The project outcomes in the original application have been amended and updated. Simon Murray sent his report to the England Panel on 19<sup>th</sup> May 2016. Project Cost spreadsheet needs to be completed by Wednesday 26<sup>th</sup> May and sent on to Gary Davis to include with the application. Both Simon Murray and Gary Davis were supportive of the project. The England panel would look at the application early June.
- 16/12.3 War Memorial Improvements- Cllr McDonald would be leading this part of the project. This item would be discussed in detail under item 16/17.
- 16/13 Report from Fundraising Committee**  
Coffee mornings continue to do well and £163 was raised at the last one. Bingo also continues to do well. The committee would have a stall at the duck race.
- 16/14 Local Lottery**  
Cllr White was still researching this item.
- 16/15 Events on the Memorial Ground**
- 16/15.1 Duck Racing – Tents would be erected at 10am. More volunteers would be required to enable the event to go ahead successfully. The brambles need clearing from the bridge area.
- 16/15.2 Fete – More volunteers are desperately required to enable the fete to take place, especially people on the gates.
- 16/16 To Pass resolution to exclude the press and public from the remainder of the meeting**  
It was **resolved** to exclude the press and public from the remainder of the meeting.
- 16/17 To discuss tenders**  
After a proposal by Cllr Denton and seconded by Cllr McDonald with Cllr Peeks abstaining it was **resolved** to appoint B Walsh and sons Ltd to carry out the works on the hardstanding area and the tarmac pavement with edging kerbs at a cost of £15506 plus VAT.  
After a proposition by Cllr Peeks and seconded by Cllr Parbrook it was unanimously **resolved** to order the dark grey granite at a cost of £5785.22 plus VAT. It was further **resolved** to send a cheque for £3500 to Allstone Memorials to secure the order.  
After a proposition by Cllr Denton and seconded by Cllr White it was unanimously **resolved** to appoint Stuart Freeman to carry out the electrical works at a cost of £1658.00 plus VAT.

**16/18 Williton Pavilion Budgetary Summary Costs**

After a proposition by Cllr Vaughan and seconded by Cllr White with an abstention from Cllr Denton with Cllr Bennett against it was **resolved** to increase the £11,500 development grant by £3,500 to £15,000. This would be sent to Gary Davis for him to include in our big Lottery application.

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

Dogs on the Recreation Ground.

Meeting closed 9.20pm