

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 24th October 2016 at 7.00pm At the Parish Office, Killick Way, Williton

Attendees:

Councillors: Richards (Chairman), McDonald (Vice Chairman), Vaughan, Peeks, Bennett, Aldridge, White and Kirkham
Other: Mrs S Towells
Public: None
Press: None

Apologies:

Councillors: Bigwood, Hooper, Denton and Perrett
Public:

16/73 The Chairman advised that the meeting would be recorded.

16/74 **Apologies**
As noted above.

16/75 To Receive Declarations of Interest

Name	Agenda item	Interest	Action
Cllr Richards	16/80	Prejudicial/Work at WSC and TDBC	Informed
Cllr Peeks	16/80 16/82	Prejudicial/Work at WSC	Participated
Cllr McDonald	16/84.1	Personal	Informed
Cllr White	All	Garden backs on to Memorial Ground	Participated

16/76 **Approval of the Minutes of the Meeting held on 26th September 2016**
It was unanimously **resolved** to approve the minutes.

16/77 **Matters to report**
There were none.

16/78 Correspondence

16/78.1 It was unanimously **resolved** to note the correspondence log.

16/78.2 Email from Ian Whitehead – It was **resolved** to note that the football club had paid the fine.

16/79 Finance

16/79.1 It was **resolved** to pay the accounts on the attached list.

16/79.2 It was **resolved** to note the Current Account Expenditure Analysis and Financial Reserve Estimated Provisions and to note the bank balance as 30th September 2016 was £67860.96

16/79.3 It was **resolved** to note the Pavilion income expenditure and analysis and further **resolved** to change the heading on the top of the sheet to make it less confusing.

16/79.4 It was **resolved** to note that the bank reconciliation for the month of September 2016 was carried out by Cllr Vaughan.

16/79.5 Budget Considerations – It was **resolved** to have a budget of £600 for advertising to buy banners and something for councillors to wear at events. It was **resolved** the Clerk and Cllr Vaughan would look at operational costs.



LOTTERY FUNDED

- 16/80 Dogs on the Recreation Ground**
Cllr McDonald reported he had heard about a public service banning order. It was unanimously **resolved** to look into this and how to obtain one and also how to police it. It was further **resolved** with an abstention from Cllr Peeks to ask the Parish Council to pay for a dog warden service.
- 16/81 Report from Officers**
- 16/81.1 Ground Management Officers In general the ground is looking quite tidy, other than that discussed under item 16/80. It was **resolved** to ask the new contractor to mulch the grass.
- 16/81.2 Building Management Officers A new padlock is required on the tractor shed as it is sticking. It was **resolved** to replace this with a cheap lock as the tractor shed is being removed.
- 16/81.3 Asset Management Officers The gate on the WCH site needs repairing and the War Memorial needs painting. The 6 new trestles' need to be added to the asset register.
- 16/81.4 Legal Officers The byelaws remain outstanding until a decision is made under item 16/80. Cllr Peeks and Bennett will meet again to discuss pedestrian access for properties onto the Memorial Ground.
- 16/82 Pavilion Project**
- 16/82.1 Working Group Report – It was **resolved** to note the report. Another meeting would be held on 26th October with Chris Mitchell to discuss the Capital Project Delivery Plan.
- 16/82.2 Big Lottery Update– The initial draft of the business plan was sent to Big Lottery on 10th October. The Draft Capital Project Delivery Plan would be sent to Gary Davis on 9th November. A set of drawings had also been sent to Gary Davis. Risk Matrix was still a work in progress. Quotes have been obtained from Gates Construction, Houghton Greenlees, Chris Mitchell and Baker Ruff Hannon for Project Management, Employers agent and Quantity surveyor for the stage 3 application.
- 16/82.3 Request from Cllr Hooper become member of the working Group – It was **resolved** with an abstention from Cllr Bennett for Cllr Hooper to join the working Group as Cllr Bigwood had requested to come off.
- 16/83 Report from Fundraising Committee**
Two Coffee mornings in October, no more will be held until February. Bingo is going fine. A new list of sales and bingos will be emailed to the Clerk next month.
- 16/84 Events on the Memorial Ground**
- 16/84.1 (16/68) Formal opening of the hardstanding
The Chairman of Williton Royal British Legion would open the hardstanding and the area would be dedicated by Rev Tina McDonald. The Royal British Legion will then launch this year's poppy appeal. The Women's section of the Royal British Legion would be holding a coffee morning in the Parish Office. It was **resolved** the Chairman would invite Cllrs Trollope-Bellew, Heywood and Dewdey from West Somerset Council to come along to the dedication.
- 16/85 To Pass resolution to exclude the press and public from the remainder of the meeting.**
It was unanimously **resolved** to exclude the press and public from the remainder of the meeting.
- 16/86 Quotations for Horse chestnut tree**
Only one quotation had been received. It was **resolved** with an abstention from Cllr Peeks to ask A & P Farmer to lift the crown by no more than a meter at a cost of £250.00
- 16/87 Matters for the next meeting to be held on Monday 28th November 2016**
Budget

Meeting closed 8.45pm

