

# WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

## Minutes of the Trustee Meeting held on Monday 25<sup>th</sup> July 2016 at 7.00pm At the Parish Office, Killick Way, Williton

### Attendees:

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

### Apologies:

**Councillors:** Bigwood and Kirkham  
**Public:**

### 16/37 Apologies

As noted above.

### 16/38 To Receive Declarations of Interest

Name	Agenda item	Interest	Action
Cllr Richards	16/43 and 16/47.1	Prejudicial/Work at WSC and TDBC	Informed
Cllr Perrett	All	Garden backs on to Memorial Ground	Participated
Cllr Aldridge	16/47.1	Prejudicial/Member of WSC Licencing Committee	Left Room
Cllr Peeks	16/46	Daughter to help Chris Mitchell	None
Cllr Peeks	16/47.1	Prejudicial/Work for WSC	None
Cllr White	All	Garden backs on to Memorial Ground	Participated

### 16/39 Approval of the Minutes of the Meeting held on 23<sup>rd</sup> May 2016

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

### 16/40 Matters to report

There were none.

### 16/41 Correspondence

16/41.1 It was unanimously **resolved** to note the correspondence log.

16/41.2 It was **resolved** to return the questionnaire to Wessex Water with code 961.

### 16/42 Finance

16/42.1 It was **resolved** to pay the accounts on the attached list.

16/42.2 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> June 2016 was £71916.75. It was further **resolved** to write to the Parish Council and ask for an increase in the subsidy of £7625.00 which is the balance of the budget for the Pavilion Project.

16/42.3 It was **resolved** to note the Pavilion income expenditure and analysis.

16/42.4 It was **resolved** to note that the bank reconciliation for the month of June 2016 was carried out by Cllr Vaughan.

16/42.5 It was **resolved** to add Cllrs Richards, Vaughan and Perrett as signatories on the bank account.



- 16/42.6 It was **resolved** that the charity would not register for VAT and therefore would not be able to reclaim any VAT. The additional cost of VAT incurred during the Pavilion Development Phase, that was not included within the lottery grant, would be paid for by the charity, VAT that would be payable during the Pavilion construction phase would be included within the Big Lottery stage 3 submission.
- 16/43 Dogs on the Recreation Ground**  
After discussions about dog DNA testing and volunteers spray painting to highlight dog mess, it was **resolved** Cllr Bennett would investigate costings of a dog warden and Cllr Bennett and Cllr Peeks would look at adding a byelaw to incorporate dog control. It was also **resolved** to write to the Parish Council and ask if they would be prepared to pay for the dog warden.
- 16/44 Report from Officers**
- 16/44.1 Ground Management Officers The ground was looking good and the hedge along the play area had been cut. The hedge at Robert Street entrance still needs to be cut. It was **resolved** the Clerk would chase this. The Goal mouths still need to be repaired.
- 16/44.2 Building Management Officers It was **resolved** to paint the repaired area to the front of the building and to also paint the end of the building where the graffiti had been removed.
- 16/44.3 Asset Management Officers The refrigerator had failed the PATS test. It was **resolved** to buy a new one up to the cost of £100.00. It was further **resolved** to buy 6 Trestles at a cost of no more than £100.00.
- 16/44.4 Legal Officers This was discussed under item 16/43.
- 16/45 Williton Football Club Agreement**  
Ian Whitehead would come into the office later in the week to sign the agreement.
- 16/46 Pavilion Project**
- 16/46.1 Working Group Report –  
It was **resolved** to note the report. It was further **resolved** the Working Group could decide the design and number of external lights required for the project.
- 16/46.2 Big Lottery Update– Gary Davis from the big Lottery recommended a soil analysis where the new building would stand. It was **resolved** to ask Chris Mitchell to recommend someone to do this.
- 16/46.3 JCT Contract – It was recommended by both John Hannon and Chris Mitchell to purchase a JCT Contract at an approximate cost of £60 -£65. It was **resolved** to purchase one.
- 16/46.4 Asbestos Survey – It was **resolved** to get three quotes for an asbestos survey for the changing room building and the tractor shed.
- 16/47 Report from Fundraising Committee**  
The latest coffee morning raised £169. Bingo continues to do well. Di Hooper reported she had received lots of books and Cllr Peeks would put an article in the Williton Window to see if any one was prepared to do a coffee morning/book sale.
- 16/47.1 It was **resolved** to complete an application for a street collection permit for the charity to continue with table top sales. It was resolved to recommend to Parish Council to put this item on their agenda.
- 16/48 Events on the Memorial Ground**
- 16/48.1 Fete – The fete was a great success and took the same amount of money on the day as last year. A third event for the year is being discussed.
- 16/49 Matters for the next meeting to be held on Monday 26<sup>th</sup> September 2016**  
Cllr Bennett gave his apologies.

Meeting closed 8.55pm

