

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

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

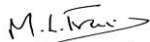
Tel & Fax: 01984 633979 Email: willitonpc2@btconnect.com

Dear Trustee

19th September 2018

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 24th September 2018 at 7pm** in the Parish Office, 2 Killick Way, Williton.

Yours sincerely



Michelle Francis
Clerk to the Trustee

A G E N D A

- 18/60 To advise the recording of the meeting**
- 18/61 To note apologies for absence and approve reason, where appropriate**
- 18/62 To Receive any Declarations of Interest**
- 18/63 Minutes of the last meeting held on Monday 23rd July 2018 for approval** (attached)
- 18/64 Minutes of the Extraordinary Meeting held on Monday 6th August 2018 for approval** (attached)
- 18/65 Annual Audit of Accounts 2017 – 2018** (attached)
- 18/66 Matters from the minutes – for report purpose only**
18/66.1 (Item 18/45.3) To note that Get Set did not use the Memorial Ground on 30th July 2018
Two voluntary helpers for Memorial Garden
- 18/67 Correspondence**
18/67.1 To note the correspondence log (attached)
18/67.2 Request from Active Spaces to erect a banner on the Memorial Ground fence
18/67.3 Complaint from Williton Bowling Club regarding tree seeds blowing onto the bowling green
18/67.4 CCS Training for Trustee – 26th September
- 18/68 Finance**
18/68.1 Approval of accounts for payment (to be circulated at meeting)
18/68.2 Expenditure Analysis as at 31st July 2018 and 31st August 2018 (attached)
18/68.3 Estimated Provisions for July 2018 and August 2018 (attached)
18/68.4 Pavilion fundraising income and expenditure analysis (attached)
18/68.5 Pavilion build expenditure (attached)
18/68.6 Bank reconciliation for July 2018 and September 2018 (to be signed at meeting)
- 18/69 Report from Officers**
18/69.1 Ground Management Officers – Cllrs Hooper and Perrett
18/69.2 Building Management Officers – Howes and Perrett
18/69.3 Asset Management Officers – Doherty, Pearson and Perrett
18/69.4 Legal Officers – Cllrs Bennett and Peeks
18/69.5 Events & Fundraising Officers – Cllrs Doherty, Howes and Pearson - To agree the use of Cash and Carry Accounts for events
- 18/70 Website - update**
- 18/71 Football Hire Agreement**



- 18/72** **Film Club**
- 18/73** **Pavilion Project**
- 18/73.1 Pavilion Project update
- 18/73.2 To note progress report 9 from Slade Parry (forwarded by email)
- 18/73.3 To note progress report 10 from Slade Parry (forwarded by email)
- 18/73.4 Report from the Project Working Group held on 13th August 2018 (forwarded 19/09/18)
- 18/73.5 Review of the Equipment Budget
- 18/73.6 To agree to the setup of a credit account with Stage Electrics Partnership Ltd
- 18/73.7 Remodelling of Old Changing Rooms - update
- 18/73.8 Request for Disabled access via Radar Key to use designated parking bays for general use (forwarded 19/09/18)
- 18/74** **To pass a resolution to exclude the press and public from the remainder of the meeting due to commercial sensitivity**
- 18/75** (Item 18/53) **To consider quotations for Lighting of the Beacon and Bugle playing for WW1 Centenary Commemoration** (to be given at meeting)
- 18/76** **Matters for the next meeting to be held on Monday 22nd October 2018**