

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: clerk@willitonpc.org.uk

Dear Trustee

17th October 2018

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 22nd October 2018 at 7pm** in the Parish Office, 2 Killick Way, Williton.

Yours sincerely



Michelle Francis
Clerk to the Trustee

AGENDA

- 18/77 To advise the recording of the meeting**
- 18/78 To note apologies for absence and approve reason, where appropriate**
- 18/79 To Receive any Declarations of Interest**
- 18/80 Minutes of the last meeting held on Monday 24th September 2018 for approval (attached)**
- 18/81 Matters from the minutes – for report purpose only**
18/81.1 (Item 18/69.5) Opening of Cash and Carry account - update
18/81.2 (Item 18/45.2) Lone Soldier Silhouette - update
- 18/82 Correspondence**
18/82.1 To note the correspondence log (attached)
18/82.2 Update from Active Spaces to erect a banner on the Memorial Ground fence
18/82.3 Greater Quantock Landscape Development Fund – (forwarded 09.10.18)
18/82.4 Email request to start the Pavilion clock at 11.11 on the 11th November
18/82.5 Letter from resident regarding boundary wall adjacent to entrance to Memorial Ground
18/82.6 Countrywide Grounds Maintenance – advising cost to add monthly clearing of boundary wall to contract
- 18/83 Finance**
18/83.1 Approval of accounts for payment (to be circulated at meeting)
18/83.2 Expenditure Analysis as at 30th September (attached)
18/83.3 Estimated Provisions for September 2018 (attached)
18/83.4 Pavilion fundraising income and expenditure analysis (attached)
18/83.5 Pavilion build expenditure (attached)
18/83.6 Bank reconciliation for September 2018 (to be signed at meeting)
18/83.7 Legionella testing
18/83.8 Water costings
18/83.9 Budget Considerations for financial year 2019-2020 (attached)
- 18/84 Report from Officers**
18/84.1 Ground Management Officers – Cllrs Hooper and Perrett
18/84.2 Building Management Officers – Cllrs Howes and Perrett
18/84.3 Asset Management Officers – Cllrs Doherty, Pearson and Perrett
18/84.4 Legal Officers – Cllrs Bennett and Peeks
18/84.5 Events & Fundraising Officers – Cllrs Doherty, Howes and Pearson
- 18/85 Website - update**
- 18/86 Report from CCS Training for Trustee – Cllr Aldridge**



- 18/87** **Film Club** - update
- 18/88** **Pavilion Project**
18/88.1 Pavilion Project update
18/88.2 To note progress report 11 from Slade Parry (forwarded 08/10/18)
18/88.3 Remodelling of Old Changing Rooms - update
18/88.4 Sanitary Bins and servicing – practical and affordable approach
18/88.5 Waste and recycling bins – bin purchase and collections
18/88.6 Baby Changing room - proposed supply of disposable bags for parents to use and take home.
18/88.7 Dog waste bin permanent location at Robert Street entrance
18/88.9 Insurance cost - update
18/89.10 Trust Fund to run the Pavilion
- 18/89** **Events on Memorial Ground**
18/89.1 Remembrance Sunday – cleaning of hard standing
18/89.2 Lighting of the Beacon
- 18/90** **Annual Audit of Accounts 2017 – 2018** (update)
- 18/91** **Matters for the next meeting to be held on Monday 26th November 2018**
- 18/92** **To pass a resolution to exclude the press and public from the remainder of the meeting due to commercial sensitivity**
- 18/93** **Fire extinguisher – to consider quotations** (to be given at meeting)
- 18/94** **To consider cost for repair to Memorial Shelter** (to be given at meeting)