

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

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

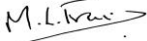
Tel & Fax: 01984 633979 Email: clerk@willitonpc.org.uk

Dear Trustee

19th June 2019

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 24th June 2019 at the rising of the Parish Council Extra Ordinary Meeting** in the Parish Office, 2 Killick Way, Williton.

Yours sincerely



Michelle Francis
Clerk to the Trustee

A G E N D A

- 19/26 To advise the recording of the meeting**
- 19/27 To note apologies for absence and approve reason, where appropriate**
- 19/28 To Receive any Declarations of Interest**
- 19/29 Minutes of the last meeting held on Tuesday 28th May 2019 for approval (attached)**
- 19/30 Matters from the minutes – for report purpose only**
- 19/31.1 Strictly Tables and Chairs – to note replacement chair has been received
- 19/31 Correspondence**
- 19/31.1 To note the correspondence log (attached)
- 19/31.2 Request from CLOWNS for discount on booking the Pavilion
- 19/31.3 Confirmation from Slade Parry regarding remaining retention fee
- 19/32 Finance**
- 19/32.1 Approval of accounts for payment (to be circulated at meeting) to include refund of deposits paid
- 19/32.2 Expenditure Analysis as at 31st May 2019 (attached)
- 19/32.3 Estimated Provisions for May 2019 (attached)
- 19/32.4 Pavilion fundraising income and expenditure analysis (attached)
- 19/32.5 Bank reconciliation for April and May 2019 (to be signed at meeting)
- 19/33 Report from Officers**
- 19/33.1 Ground Management Officers
- To consider quotations for the repainting of the Coronation Gates – *to be discussed under item*
 - The Barn – to discuss the clearing of the weeds from the gutter and the request to net to stop future problems.
- 19/33.2 Building Management Officers
- 19/33.3 Asset Management Officers
- 19/33.4 Legal Officers
- 19/33.5 Fundraising Officers Events on Memorial Ground & Pavilion – Cllr Howes
- Outside Speakers – update
 - To note the minutes of the meeting held on Wednesday 12th June 2019 (attached)
 - Annual Fete – Make and Take stand & Trustee and Parish Council stand
- 19/34 Carol Concert** – to consider (possible date 13th December)
- 19/35 Website**
- 19/36 Film Club**



- 19/36.1 Suggestion to give two tickets to Williton Post Office in lieu of payment for selling tickets – for agreement
- 19/37** (Item 19/19) **Betula Trees on Memorial Ground** - update
- 19/38** **Health and Safety**
- 19/39** **Pavilion**
- 19/39.1 Updates - Seedling and Levelling
- Repair of bollard lighting
- 19/39.2 Monitor/TV and Interface cables for the Quantock room - *update*
- 19/39.3 To consider assigning a budget for the introduction of an additional data link and interface cables for projection - £400 suggested - update
- 19/39.4 HBC Outstanding Items
- Toilet Roll Holder in the Barn
 - Securing finger guards
- 19/39.5 Installation of Blinds - update
- 19/39.6 Official opening of the Pavilion - update
- 19/39.7 To consider colour of 'This is Not a Public Right of Way' sign
- 19/39.8 Pavilion Key Holders & Emergency Contact – to allocate key holders who will be emergency contact
- 19/39.9 Entry Sign - update
- 19/39.10 To consider offer of a donation of Yamaha Clavenova Keyboard for the Pavilion
- 19/39.11 To consider offer of a donation of a Steinman piano for the Pavilion
- 19/39.12 To consider Hire Charges for Charities if not based within the Parish
- 19/39.13 Pavilion Heating and plumbing – to discuss email from Mr Peeks (forwarded)
- 19/40** **To discuss running a Competition to Design a Logo for the Memorial Ground and Pavilion**
- 19/41** **WWMRG Charity Management Committee** – Awaiting reply from CCS
- 19/42** **Football Hire Agreement**
- 19/43** **Matters for the next meeting to be held on Monday 22nd July 2019**
- 19/44** **To pass a resolution to exclude the Press and Public from the remainder of the meeting**
- 19/45** (Item 19/33.1) **To consider quotations for the repainting of the Coronation Gates**
- 19/46** **Repair of Fire Beacon** – to consider quotations
- 19/47** **To consider quotations for purchase of new bins**