

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Tuesday 28th May 2019 at 7.00pm at the Parish Office, Killick Way, Williton

Attendees:

Trustee: Perrett (Chairman), Hooper, Howes and Peaks
Other: Mrs Michelle Francis
Public: None
Press: None

Apologies:

Trustee: Payne and White
Public: None

19/08 The Chairman advised the meeting would be recorded.

19/09 Apologies

As noted above.

19/10 Declarations of Interest

There were none

19/11 Minutes of the last meeting held on 24th April 2019

After a proposal from Trustee Peaks, seconded by Trustee Howes, it was **resolved** to approve the minutes.

19/12 Minutes of the Extra Ordinary meeting held on 16th May 2019

After a proposal from Trustee Howes, seconded by Trustee Peaks, it was **resolved** to approve the minutes.

19/13 **Appointment of Officer and Working Group Representatives** – Trustee Aldridge, Payne and White would be asked to fill any of the vacant positions.

Trustee	All Councillors Chairman : Perrett Vice Chair : Peaks
Asset Management Officers	Perrett and (2 vacant)
Budget Monitoring Officers	Payne and (vacant)
Building Management Officers	Howes and Perrett
Events & Fundraising Officers	Howes and (2 vacant)
Ground Management Officers	Hooper and (vacant)
Legal Officers	Peaks and (vacant)
Press Officer	Clerk and Howes

19/14 Matters from the minutes

There were none.

19/15 Correspondence

19/15.1 The correspondence log was noted.

LIFEbeat Teacher Training had offered to donate a Flip Chart to the Pavilion if it could be stored for users. It was **resolved** the Flip Chart could be stored - in the Barn if necessary. Hirers could use the chart, but they would need to supply their own paper or be charged for a new pad, so there would be no charge to the Pavilion.

Williton Surgery has confirmed they have no objection to a sign being erected to the left hand side of the entrance to the memorial ground.

Strictly Tables and Chairs – Replacement Chair. It was **resolved** to accept the side chair with linking clips and the spray paint.



LOTTERY FUNDED

Outline plans for VE Day 75 had been received regarding events to celebrate and commemorate the 75th Anniversary of VE Day. It was **resolved** to pass the details onto the Events subcommittee.

19/15 Finance

19/15.1 After a proposal from Trustee Hooper, seconded by Trustee Howes, it was unanimously **resolved** to approve the accounts for payment.

19/15.2 It was **resolved** to note the attached Expenditure Analysis as at 30th April 2019.

19/15.3 It was **resolved** to note the Estimated Provisions for April 2019.

19/15.4 It was **resolved** to note the Pavilion fundraising income and expenditure analysis.

19/15.5 It was **resolved** defer the signing of the Bank Reconciliation for April 2019.

19/16 Report from Officers

19/16.1 Ground Management Officers Report

- It was resolved to obtain prices for the Coronation Gates to be re-painted.
- The grass re-seeding would be re-done as the work carried out was unsatisfactory. Soil had been left by the contractors against the wall by the roller – HBC would be notified and requested to have this removed.
- The grass on the Memorial Ground was not being cut short enough and the mowers were going too quickly, the clerk would contact the contractors to discuss.

19/16.2 Building Management Officers Report

- There were 2 holes in the old workshop – this would be included on the snagging list.
- The disabled toilet access was not level – it has a lip – add to the snagging list.
- The toilet cannot be accessed from the main building – this would be checked with Mr Vaughan to confirm if this was a mistake.
- The Pavilion had a broken glass pane – include on the snagging list.

19/16.3 Asset Management Officers Report – Nothing to report.

19/16.4 Legal Officers Report – Nothing to report.

19/16.5 Events and Fundraising Officers report

- Trustee White had obtained a quote regarding the speakers and was looking into them further. The company that supplied the console would be contacted to enquire regarding dual purpose (wireless and wired) speakers, with an approximate range of 300m, explaining what they would be used for to include pantomime.
- An application would be made via the film club, to the Section 106 fund for the speakers and blinds
- Duck Race – only 4 car booters. Reported the event went well – however, it was suggested next year to hold it on a Saturday, but not on a Bank Holiday due to clashing with other local events. Thank you letters would be sent to helpers, including the Fire Brigade.
- Fete – a verbal update was given.
- During August a pirate treasure trail would be held around the local shops for children up to the age of 10. To date, 9 shops had agreed to take part.

19/17 Website

There was nothing to report.

19/18 Film Club

The next film to be shown was Wild Rose. Fisherman's Friends would be the following month to include a Fish and Chip supper. Discussions were taking place with Avenue 39 re a pre-film platter for Rocketman.

19/19 (Item 18/206) **Betula Trees on Memorial Ground** – No further response had been received from District Council, therefore, it was **resolved** to submit a TPO application – one to fell the trees completely and one to reduce the size by 30% and possibly a crown lift. A reply would be sent to the Bowling Club to confirm the District Council had been approached but with no response and that an application would now be submitted.

19/20 Health and Safety – It was noted the roundabout had been repaired.

19/21 Repair of Fire Beacon – No update.



LOTTERY FUNDED

19/22 To consider request for a free session to be held to encourage a Short Mat Bowls Club

After a proposal from Trustee Howes, seconded by Trustee Hooper, it was unanimously **resolved** to allow 2 free hours for taster sessions. Trustee Peeks would liaise with the volunteer who would run the sessions.

19/23 Pavilion Project

19/23.1 It was **resolved** to note the Final Summary Cost Report for the end of April 2019.

19/23.2 To consider the purchase of 3 Wall Heaters for the Barn – Trustee Aldridge had offered to donate 2 heaters, it was unanimously resolved to accept the offer. One heater was already in the store room. The heaters would be tried, and then pat tested. Timers would be purchased to regulate the useage.

19/23.3 To consider the purchase of a Monitor/TV and Interface cables for the Quantock Room – accepted in principle to purchase a 52” monitor/tv. The room would be measured to ensure it was practical.

19/23.4 To consider assigning a budget of £400.00 for the introduction of an additional data link and interface cables for projection – this would be considered after the area had been measured.

19/23.5 HBC Outstanding Items : Toilet Roll Holder in the Barn, Seeding and Levelling, Securing finger guards, Repair of the bollard lighting - noted

19/23.6 Installation of Blinds - it was resolved the blinds would be purchased from Dunelm or similar and installed by Roger Peeks and Trustee Payne.

19/23.7 Official opening of the Pavilion – Trustee Howes would obtain a price from Glenmore Bakery for 400 sandwiches. Trustee Payne would contact BBC to ask for Clinton Rogers to attend.

19/23.8 Proposal to change Baby Changing room into store room and move baby changing into the disabled changing room – this would deferred until October.

19/23.9 To consider the colour of 'This is Not a Public Right of Way' sign – deferred.

19/24 WWMRG Charity Management Committee

Deferred until a reply from CCS had been received.

19/25 Matters for the next meeting to be held on Monday 24th June 2019

Meeting closed 9.35 pm

Signed as a true and correct recordTrustee Perrett.... Dated24th June 2019.....



LOTTERY FUNDED