

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Tuesday 24th June 2019 at 7.00pm at the Parish Office, Killick Way, Williton

Attendees:

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

Apologies:

Trustee: Aldridge, Peeks and Payne
Public: None

19/26 The Chairman advised the meeting would be recorded.

19/27 Apologies

As noted above.

19/28 Declarations of Interest

There were none

19/29 Minutes of the last meeting held on Tuesday 28th May 2019

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

19/30 Matters from the minutes

19/31.1 It was **resolved** to note the replacement chair had been received from Strictly Tables and Chairs

19/31 Correspondence

19/31.1 The correspondence log was noted.

19/31.2 After a proposal from Trustee Howes, seconded by Trustee Hooper, it was unanimously **resolved** to charge CLOWNS the parish rate as the event would be of benefit to parishioners.

19/31.3 It was **resolved** to note the confirmation from Slade Parry regarding the remaining retention fee at £700 + vat.

19/32 Finance

19/32.1 After a proposal from Trustee Hooper, seconded by Trustee Howes, it was unanimously **resolved** to approve the accounts for payment.

19/32.2 It was **resolved** to note the attached Expenditure Analysis as at 31st May 2019.

19/32.3 It was **resolved** to note the Estimated Provisions for May 2019. The Gas supply would be looked into regarding costings.

19/32.4 It was **resolved** to note the Pavilion fundraising income and expenditure analysis.

19/32.5 It was **resolved** Trustee Perrett would sign the Bank Reconciliation for April and May 2019.

19/33 Report from Officers

19/33.1 Ground Management Officers Report

- Repainting of the Coronation Gates – *to be discussed under item 19/45*
- The Barn – Quotations would be obtained for clearing of the weeds from the gutter and installation of a gutter guard.



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- 19/33.2 Building Management Officers Report
To add to the following to the snagging list:
- White coming of the render – Cllr Howes expressed concern of soft render.
 - Main Hall – crack on the wall above the doors
- The outside plug on the Barn would be checked to ensure it was isolated.
- 19/33.3 Asset Management Officers Report – Nothing to report.
- 19/33.4 Legal Officers Report – Nothing to report.
- 19/33.5 Events and Fundraising Officers report
The minutes from the meeting held on 12th June 2019 were noted. A verbal update was given. Further details regarding the speakers would be obtained.
- 19/34 Carol Concert**
It was agreed to hold a Carol Concert on Friday 13th December 2019 with Watchet Choral Society. The Events committee would be asked to organise. The Churches would be invited.
- 19/35 Website**
The Film Club tab would be in place and details would be updated.
- 19/36 Film Club**
Trustee Howes gave a verbal update. The next film to be shown on 30th July was Fisherman's Friends to include the option of a Fish and Chip supper. Dumbo would be shown on 9th August 2019.
- 19/36.1 After a proposal from Trustee Howes, seconded by Trustee White, it was unanimously **resolved** to offer 2 tickets to Williton Post Office for every future showing as a thank you for selling tickets for the Film Club.
- 19/37** (Item 19/19) **Betula Trees on Memorial Ground** – No update
- 19/38 Health and Safety** – It had been reported to the Police that cannisters had been found in the Children's Play Area. The picnic benches have fire damage to the panels, as they cannot be turned over, the original supplier would be contacted regarding possible replacement of the damaged panels.
- 19/39 Pavilion Project**
- 19/39.1 The seeding and levelling had been completed. The Bollards had been repaired and back in situ.
- 19/39.2 Trustee White would investigate the cost of a TV screen, connection to projector and whether a TV license was required.
- 19/39.3 To consider assigning a budget of £400.00 for the introduction of an additional data link and interface cables for projection – this was no longer required so would be removed from the agenda.
- 19/39.4 HBC Outstanding Items: Toilet Roll Holder in the Barn and Securing finger guards – a date had been requested for these items to be addressed.
- 19/39.5 Installation of Blinds - it was **resolved** the blinds would be purchased by Trustee White, from Dunelm or similar to a maximum cost of £200.00. Proposed Trustee Howes seconded Trustee Hooper.
- 19/39.6 Official opening of the Pavilion – Saturday, 14th September. A representative from BBC was unable to attend. It was **resolved** to ask Trustee Peeks to open the Pavilion in conjunction with Mr Vaughan. Trustee Howes would be unavailable to help with the organisation.
- 19/39.7 To consider the colour of 'This is Not a Public Right of Way' sign – it was unanimously **resolved** to accept the colour green.
- 19/39.8 After a proposal from Trustee Howes, seconded by Trustee Hooper it was unanimously **resolved** to issue keys for the Pavilion and Barn to the existing seven Trustees and all seven would be listed on the emergency contact list. In future, keys would be issued if there was a need.
- It was **resolved** Trustees would not access the Pavilion if a booking/hire was taking place as this had caused problems with locking of rooms, unless discussed and agreed with the office beforehand.
- 19/39.9 Entry Sign – Trustee Aldridge had placed the order.
- 19/39.10 It was with regret due to lack of storage, the Trustee would not be able to accept the kind offer of a Keyboard for the Pavilion.



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- 19/39.11 It was with regret due to lack of storage, the Trustee would not be able to accept the kind offer of a Piano for the Pavilion.
- 19/39.12 It was **resolved** that if a Charity wished to hire the Pavilion and it would give direct benefit to Williton Parishioners, then that Charity would be charged the parish rate, otherwise, the non-parish rate would be charged.
- 19/39.13 Pavilion Heating and Plumbing – it was **resolved** to contact HGA for advice and clarification regarding the storage of water whether the kitchen is directly fed from the mains or whether it is fed from the storage tank.

19/40 Competition to Design a Logo for the Memorial Ground and Pavilion

It was agreed the Charity should have its own logo for marketing and to give an identity. Trustee Howes would look into competition rules and regulations.

19/41 WWMRG Charity Management Committee

This item was deferred

19/42 Football Hire Agreement

Trustee White and the Clerk would update the agreement with Williton Football Club. As there was no longer a children's team, the pitch and facilities would be advertised to other groups.

19/43 Matters for the next meeting to be held on Monday 22nd July 2019

- 19/44** After a proposal from Trustee Hooper, seconded by Trustee Howes, it was unanimously **resolved** to pass a resolution to exclude the Press and Public from the remainder of the meeting due to commercial sensitivity.

19/45 (Item 19/33.1) Consider quotations for the repainting of the Coronation Gates

Quotations were considered. After a proposal from Trustee Hooper, seconded by Trustee White, it was **resolved**, with one against, to accept the quotation from N R Services.

19/46 Repair of Fire Beacon

It was **resolved** to contact the Forestry Commission to enquire if they had any contact on whom to approach. The specified height would be looked into and whether any of the existing post could be re-used.

19/47 To consider quotation for purchase of new bins

Trustees looked at different options and sizes available, it was agreed to obtain a firm price for the 3ft bin in grey.

Meeting closed 9.20 pm

Signed as a true and correct recordCllr Perrett..... Dated22nd July 2019.....



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