

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Extra Ordinary Trustee Meeting held on Tuesday 18th August 2020 at 7.00pm
Due to Covid-19 and following changes to the government rules during this period,
the meeting was held via Zoom video conferencing

Attendees:

Cllrs: Payne (Chairman), Aldridge, Hooper, Howes, McDonald, Nye and Woods
Other: Mrs Michelle Francis
Public: None
Press: None

Apologies:

Cllrs: Peeks
Public: None

20/54 The Chairman advised the meeting would be recorded.

20/55 Apologies

As noted above.

20/56 Declarations of Interest

There were none

20/57 Health and Safety

20/57.1 A discussion took place regarding the re-opening of the pavilion. After a proposal from Cllr Hooper, seconded by Cllr Woods, it was unanimously **resolved** to open the pavilion as from 1st September 2020, to user groups, following the guidelines already set out by the Trustee and only using the main hall. Trustee events would not recommence until further notice. Proposed Cllr Hooper, seconded Cllr Woods.

20/58 Report from Officers

20/58.1 Ground Management Officers –

- Memorial Bench Scheme – Cllr Hooper advised the arm on the Clarendon DA seat should not be in the middle, but a person's width apart, to enable easier accessibility. It was discussed buying three seats, but this had not been budgeted for. It was resolved to contact those who had expressed an interest, if only one agreed, it was resolved to purchase just one seat, if two agreed, it was resolved to purchase three seats as this would remain within budget. The bin would not be purchased at the present time. Proposed Cllr Payne, seconded Cllr Howes and **resolved** with one abstention.
- Cllr Aldridge thanked those involved for the research that had been undertaken.
- Lectern Style Presentation Board - a discussion took place regarding the options supplied by Cllr Howes. After a proposal from Cllr Woods, seconded by Cllr Aldridge, it was **resolved**, with one abstention, to proceed with the external lectern mounted noticeboard and to arrange for artwork to be completed separately, at a cost of £826.80 plus delivery and artwork, as this option would enable changes to be made as the projects, such as the MUGA, progressed. It would be located near the Robert Street Entrance, by the triangle accessing the field.

20/58.2 Building Management Officers Report – it was reported the tape on one of the swings in place for distancing, kept being removed. The gutter on the Barn was reported as having debris from the trees. A guard would be investigated. The hard-standing required cleaning before the Remembrance Service in November.

20/58.3 Asset Management Officers Report – no further update.

20/58.4 Legal Officers Report – Cllr Peeks had produced a report regarding the rights for neighbouring properties to access the Memorial Ground from their back gates. Cllr Peeks and the clerk would investigate further and report back.

20/58.5 Events and Fundraising Officers Report – it had previously been agreed not to hold events at the current time, therefore, there was no report.

20/59 Repair to Fire Beacon

No report had been received. The clerk would liaise with Cllr White and investigate options for either a metal or concrete pole with a basket suitable to ensure embers cannot fall through onto the hedge below.

20/60 Pavilion

- 20/60.1 Monitor/TV and Interface Cables – Cllr Aldridge reported he had purchased the interface cables and hoped to purchase and install the TV over the coming week.
- 20/60.2 Snagging List – a date was awaited from HBC regarding an onsite meeting with the render manufacturer and subsequently also the remaining items on the snagging list. The clerk would ask Justin Cox to confirm if the front door was the specification of Reed Holland or HBC, as currently HBC had stated the door mechanism could be changed, but at a cost to the charity. An extra ordinary meeting had been scheduled for the 7th September 2020 to decide on the way forward.
- 20/60.3 In line coolers for Kitchen and Kitchenettes – Cllr Howes had supplied costings of different options. After a discussion it was **resolved** to install a water chiller in the kitchen only, using the undercounter option from Rubber Duck Bathrooms, at a cost of £360.00 + vat + fixings. Proposed Cllr Howes, seconded Cllr Hooper, 4 in favour, 2 against and one abstention.
- 20/60.4 Consideration of a drinks vending machine accessible to all areas – no report had been received; therefore, it was **resolved** to remove this item from the agenda until further information was available.
- 20/60.5 Consideration of erecting more cigarette bins on the external wall – the clerk had forwarded three different options for consideration. After a proposal from Cllr Payne, seconded by Cllr Aldridge, it was **resolved**, with one abstention, to purchase the Sterling CIG2BK from Amazon at a cost price of £18.00 and for the bin to be erected at the changing room end of the veranda.
- 20/60.6 Consideration of changing the hanging direction of the kitchen door – upon further investigation regarding the cost implications, it was resolved not to proceed with this proposal and therefore, remove from the agenda.
- 20/60.7 Official Opening Plaque – Councillors were asked to forward suggestions for wording acknowledging how the building had been supported by members of the community, both past and present. The suitability of engraving on the plaque would be investigated.
- 20/68.8 Roof Tiles – this item would be moved to the snagging list
- 20/68.9 Computer shelf in plant room – Cllr Payne advised he would install the shelf and hoped it would be completed by the next meeting.
- 20/68.10 Solar Panels on pavilion roof – upon further investigation and advice from Mr Vaughan, it was agreed this option was not viable, therefore, would be removed from the agenda.

20/61 S106 Application for improvements to the pavilion and the MUGA area

The clerk had forwarded a suggested list of works to be included within the tender and had advised under the planning conditions, no work could commence on clearing the land until a further report had been received regarding the badger set and had been accepted by the District Council planning. The company that had submitted the original badger report had been contacted and a reply was awaited. The District Council Wildlife Officer would also be contacted for advice. It was resolved a working group would be formed to proceed; consisting of Cllrs McDonald, Nye, Payne and Woods and the clerk.

(Cllr Howes left the meeting at 9pm)

20/62 Pavilion User Group (PUG)

There was no update to report.

20/63 Matters for the next meeting to be held on Monday 28th September 2020

Meeting closed 9.05 pm

Signed as a true and correct record Cllr Payne Dated ... 28th September 2020 ...