

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

21st July 2021

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 26th July 2021 at 7pm in the Brendon Room, Williton Pavilion**, for the purpose of transacting the following business.

Yours sincerely

M L Francis

Michelle Francis
Clerk to the Trustee

A G E N D A

- 21/52 To advise the recording of the meeting – Chairman**
- 21/53 To note apologies for absence and approve reason, where appropriate**
- 21/54 To Receive any Declarations of Interest**
- 21/55 Minutes of the last meeting held on Monday 28th June 2021 for approval (attached)**
- 21/56 Minutes of the Extra Ordinary meeting held on Monday 12th July 2021 for approval (attached)**
- 21/57 Matters from the minutes – for report purpose only**
21/57.1 (Item 21/40) Maintenance Contract – Ventilation system – no update
- 21/58 Correspondence**
21/58.1 To note the correspondence log (attached)
21/58.2 Letter from new owner of Hope Cottage. 30 Robert Street, confirming happy for boundary wall to be sprayed with weedkiller when required
- 21/59 Finance**
21/59.1 Approval of accounts for payment, to include refund of deposits paid (to be given at the meeting)
21/59.2 Expenditure and Income Analysis as at 30th June 2021 (attached)
21/59.3 Estimated Provisions for June 2021 (attached)
21/59.4 WWMRG Charity fundraising income and expenditure analysis (attached)
21/59.5 Pavilion running costs against income from bookings analysis (attached)
21/59.6 Bank Reconciliation for June 2021 (to agree for the Chairman to sign)
- 21/60 Health and Safety**
21/60.1 To note the Broken Tree Limb had been removed.
Recommendation for further work to be considered under item 21/72
- 21/61 Report from Officers**
Ground Management Officers Report –
21/61.1 Moles on football pitch
Removal of goal posts - update (Cllr White)
Signs 'Please Keep Dogs Under Close Control' – update (Cllr White)
Planting of Memorial Oak Tree
21/61.2 Building Management Officers Report
21/61.3 Asset Management Officers Report
21/61.4 Legal Officers Report
21/61.5 Events and Fundraising Officers report
- 21/62 Information Board Layout (Cllr Howes) – update**
- 21/63 CCTV coverage on the Memorial Ground**
21/63.1 Application to the Police Community Trust – update

- 21/64 Improvements to Amenity Area (previously noted as MUGA area), Fire Beacon and S106 Funding**
 21/64.1 S106 Expression of Interest – to note the proposed works does not meet the requirements – to decide upon a way forward
- 21/65 Pavilion**
 21/65.1 Signage to Pavilion from Killick Way – update regarding adding an arrow to existing sign (Cllrs Aldridge and Howes)
 21/65.2 Opening Plaque – update on engraving – Cllr Nye
 21/65.3 Roof Tiles appear to have slipped on the back of the roof. To agree for Chapel Roofing to attend and repair.
 21/65.4 Request to purchase extra security alarm fobs at a cost of £4.50 each plus a call out charge to programme
 21/65.5 Request for installation of outside tap (Cllr White)
 21/65.6 Details and prices from BOSH regarding wireless and wired meeting speakers (forwarded 21.07.2021)
- 21/66 Pavilion User Group (PUG) – (Cllrs Hooper, Nye, Payne and White) - Update**
- 21/67 The Barn**
 21/67.1 Use of Paved Area – proposal for picnic benches and café - update (Cllr White)
- 21/68 WWMRG Website**
 21/68.1 Confirmation from Hallmaster trail put on hold until new staff members are employed
 21/68.2 Domain Name (Cllr Howes)
- 21/69 Memorial Benches**
 21/69.1 To note one had been installed and the second bench had been ordered
- 21/70 Matters for the next meeting to be held on Monday 27th September 2021**
 (Item 20/166.1) Planting of spring bulbs along Robert Street Entrance – Add to agenda September 2021
 (Item 21/12) Plaque for Memorial Oak Tree (add to November 2021 agenda)
 Logo
- 21/71 To pass resolution to exclude the Press and Public from the remainder of the meeting due to commercial sensitivity**
- 21/72 To consider Quotation received from Tree Surgeon with recommendation for work on Willow by the riverbank (attached)**