

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 26th July 2021 at 7pm In the Brendon Room, Williton Pavilion

Attendees:

Councillors: Payne (Chairman), Aldridge, Cook, Hooper, Howes, Naylor and White

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

Councillors: Johnson, Nye and Peeks

Public: None

21/52 The Chairman advised the meeting would be recorded.

21/53 Apologies

As noted above.

21/54 Declarations of Interest

There were none.

21/55 Minutes of the last meeting held on Monday 28th June 2021

After a proposal from Cllr Cook, seconded by Cllr White, it was unanimously **resolved** to approve the minutes.

21/56 Minutes of the Extra Ordinary meeting held on Monday 12th July 2021

After a proposal from Cllr White, seconded by Cllr Aldridge, it was unanimously **resolved** to approve the minutes.

21/57 Matters from the minutes

21/57.1 (Item 21/40) Maintenance Contract on Ventilation System – no update - noted

21/58 Correspondence

21/58.1 It was **resolved** to note the correspondence log

21/58.2 A letter had been received from the new owner of Hope Cottage, 30 Robert Street, confirming they were happy for the boundary wall to be sprayed with weedkiller when undertaken by Grounds Maintenance.

21/59 Finance

21/59.1 It was unanimously **resolved** to approve the attached accounts for payment.
Proposed Cllr Hooper; seconded Cllr White.

21/59.2 It was **resolved** to note the attached Expenditure Analysis as at 30th June 2021.

21/59.3 It was **resolved** to note the Estimated Provisions for June 2021.

21/59.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

21/59.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

21/59.6 It was **resolved** Cllr Payne would sign the Bank Reconciliation for June 2021.

21/60 Health and Safety

The Chairman advised a letter had been received from Environmental Health contradicting their verbal findings at a recent visit regarding risk assessments – the matter had been passed onto H&S Advisor who had replied on behalf of the Trustee, a reply was still awaited.

It was reported that there had been two incidents of vomit by the Memorial Shelter.
A plastic bag had been set fire to, on the picnic bench by the river.
The Police had been requested to look at the cameras.

21/61 Report from Officers

21/61.1 Ground Management Officers Report

- Moles had appeared on the football pitch. It was unanimously **resolved** to contact SWT Council for details of a pest control officer and to proceed with their recommendations to rid the moles. Proposed Cllr Hooper, seconded Cllr Howes.
- Goal Posts – Williton Rockets had requested to hold two friendly matches in August with the season starting in September, therefore the posts would remain in situ. Cllr White would contact Williton Rockets and arrange for the posts to be repaired. An agreement plan would be requested, paying per game played, to include that black tape must not be left on the floor and that goal posts are to be removed at the end of the season.
- Cllr White had erected the signs 'Please keep dogs under control' near all three entrances
- The Oak tree had failed, and a parishioner had re-planted a Holm Oak in its place. Concern was raised that this had taken place and that it was the wrong species. Cllr Hooper proposed a letter was written to the parishioner apologising but stating that an English Oak was required and ask for the Holm Oaks removal. An amendment was proposed by Cllr White, seconded by Cllr Howes, to leave the Holm Oak in situ and accept the offer of an English Oak from Cllr Aldridge and replant elsewhere on the ground. A vote was taken on the amendment, 5 votes in favour and 2 votes against. The vote replaced the previous motion as substantive motion. As no further amendment was proposed, a vote was taken on the substantive motion to leave the Holm Oak in its current position and plant an English Oak elsewhere in the ground, which was passed with 5 votes in favour and 2 votes against.
- Cllr Howes requested that the Doctor's surgery was asked to trim the overgrowth from their boundary before Fete Day. In addition, to request the property owner of the ivy growing over the wall by the roller was cleared.

21/61.2 Building Management Officers Report – nothing to report. It was hoped the cleaning of the pavilion would be undertaken before Fete Day.

21/61.3 Asset Management Officers Report – Damage had been made to the picnic bench by the river, the extent would be investigated and reported back to the next meeting. The newly installed Memorial Bench would be added to the asset register.

21/61.4 Legal Officers Report – nothing to report

21/61.5 Events and Fundraising Officers report –

- Cllr Howes thanked Williton Window for their help with advertising upcoming events and the Fete. The entrances would be manned by Councillors. There would be a BBQ instead of a pig roast.
- Film Club – starting again on 31st August 'Love Sarah'
- Circus – 17th August

21/62 Information Board Layout – A watercolour drawing had been received, which Cllr Howes showed to members; the words would be inserted around. A final draft would be forwarded.

21/63 CCTV coverage on the Memorial Ground

21/63.1 The application to the Police Community Trust had been submitted, a response should be received by the end of October 2021. Night vision cameras would be considered.

21/64 Improvements to Amenity Area (previously noted as MUGA area), Fire Beacon and S106 Funding

21/64.1 The Expression of Interest had been submitted and had been unsuccessful. It would be re-worded for clearing of the derelict land only and re-submitted.

Cllr Naylor left the meeting temporarily to report anti-social behaviour occurring outside the meeting room, to the Police station.

21/65 Pavilion

21/65.1 Signage to Pavilion from Killick Way – instead of altering the sign, Cllr Aldridge would ask the Doctors surgery if the sign could be moved onto their ground. **Action: Cllr Aldridge**

21/65.2 Plaque engraving – no update **Action: Cllr Nye**

21/65.3 The roof tiles appear to have slipped on the back of the pavilion roof. It was agreed to instruct Chapel Roofing to attend and repair.

21/65.4 After a proposal from Cllr Hooper, seconded by Cllr Cook, it was unanimously resolved to purchase 20 extra security alarm fobs at a cost of £4.50 each plus a call out charge to programme

- 21/65.5 Cllr White proposed an outside tap was installed at The Barn, seconded by Cllr Hooper, unanimously resolved.
- Cllr Howes proposed one was also installed outside the Pavilion, outside the plant room, seconded by Cllr White and unanimously resolved.
- After a proposal from Cllr White, seconded by Cllr Howes, it was unanimously resolved to set a budget of up to £300.00 for both outside taps to be installed.
- Cllr Naylor returned to the meeting at 8.30pm*
- 21/65.6 At the request of Cllr Hooper, details and prices from BOSH regarding wireless and wired meeting speakers had been obtained and forwarded. It was resolved to ask the Parish Council to consider purchasing the speakers.
- 21/66 Pavilion User Group (PUG)**
- No update.
- 21/67 The Barn**
- 21/67.1 Cllr White distributed examples of picnic benches and tabled the idea of a café. Cllr White would prepare a proposal for the scheme, to include three quotations for picnic benches, confirmation if the café could be rented out within the charities objectives and to include possible rate valuation/rate relief.
- 21/68 WWMRG Website**
- 21/68.1 Confirmation had been received from Hallmaster that the account would be kept on hold until new staff members had been employed and the office was in a position to move forward.
- 21/68.2 Cllr Howes requested the purchase of the Domain Name, www.wwmrg.co.uk at a cost of £15.00 + vat per year and to have it directed to the current website. Cllr Naylor suggested adding www.wwmrg.com. After a proposal from Cllr Howes, seconded by Cllr Cook, it was **resolved** to purchase both Domain Names and direct them to the current website, at a maximum yearly cost of £50.00.
- 21/69 Memorial Benches**
- 21/69.1 It was resolved to note, the Memorial Bench for Mr Stephens had been installed. A second Memorial Bench for Mrs Parsons had been ordered. Nigel Ridler had kindly agreed to install the second bench, free of charge.
- 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 September agenda
- (Item 21/12) Plaque for Memorial Oak Tree (add to November 2021 agenda)
- Logo (for September agenda)
- Purchase and installation of a rubbish bin by Memorial Benches
- 21/71** After a proposal from Cllr White, seconded by Cllr Cook, it was unanimously **resolved** to exclude the press and public from the remainder of the meeting due to commercial sensitivity
- 21/72 Consideration of quotation received from Tree Surgeon with recommendation for work on the Willow tree by the riverbank:**
- The area was currently cordoned off, which had been undertaken by the Tree Surgeon. It was deemed a Health and Safety concern, therefore, due to time restraints, it was unanimously **resolved** to accept the quotation. Proposed Cllr Cook, seconded Cllr Howes.

Meeting closed 9.01 pm

Signed as a true and correct record Cllr Payne Dated ... 27th September 2021