

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 25th October 2021 at 7pm In the Brendon Room, Williton Pavilion

Attendees:

Councillors: Payne (Chairman), Aldridge, Hooper (left at 9pm during item 21/114), Howes, Johnson (left at 9pm during item 21/114), Naylor, Peeks (left at 9pm during item 21/114) and White
Other: Mrs Michelle Francis
Public: None
Press: None

Apologies:

Councillors: Cook and Denton
Public: None

Before the start of the meeting the Chairman reminded all to be respectful and abide by the code of conduct

21/99 The Chairman advised the meeting would be recorded.

21/100 Apologies

As noted above.

21/101 Declarations of Interest

There were none.

21/102 Minutes of the last meeting held on Monday 27th September 2021

After a proposal from Cllr White, seconded by Cllr Johnson, it was **resolved** to approve the minutes, with two abstentions due to absence.

21/103 Minutes of the Extra Ordinary meeting held on Monday 18th October 2021

After a proposal from Cllr White, seconded by Cllr Aldridge, it was **resolved** to approve the minutes, with one abstention due to absence.

21/104 Matters from the minutes

21/104.1 (Item 21/81.1) The Clerk advised a date had been received from the Tree Officer to visit and offer advice regarding the planting of an Oak Tree on the Memorial Ground and would report back to the next meeting.

21/104.2 (Item 21/81.2) No update had been received

21/104.3 (Item 21/85.4) The Clerk confirmed the Bronze + had been agreed

21/104.4 (Item 21/89.1) It was noted the second Memorial Bench had arrived and would be installed on the middle pad.

21/105 Correspondence

21/105.1 It was **resolved** to note the correspondence log

21/105.2 An email had been received from Williton Football Club expressing disappointment for a fine received for mess left in changing rooms and a complaint regarding the length of and clumps of grass on the pitch. The Chairman explained why the fine had been issued. It was unanimously **resolved** the fine was correct and would remain.

Members acknowledged there had been a problem with clumps of grass left of the pitch after mowing; Cllr White proposed that the whole hire fee would be waived because of the problem, seconded by Cllr Naylor. Cllr Peeks proposed a substantive motion that only the hire of the football pitch be waived, not the changing rooms; seconded by Cllr Hooper – with five votes in favour and three votes against. The vote replaced the previous motion as a substantive motion. As no further amendment was proposed a vote was taken on the substantive motion which was passed with five votes in favour and three against. Motion passed.

It was resolved a letter would be sent to EPC to advise them of the problem and that the hire fee had been lost as a result. Proposed Cllr Naylor, seconded Cllr Hooper and unanimously resolved.

21/106 Finance

- 21/106.1 It was unanimously **resolved** to approve the attached accounts for payment. Proposed Cllr Howes; seconded Cllr Naylor. Cllr Payne was thanked by Cllr Hooper for repairing the wheels on the chair trolley so quickly.
- 21/106.2 It was **resolved** to note the attached Expenditure Analysis as 30th September 2021.
- 21/106.3 It was **resolved** to note the Estimated Provisions for September 2021. After a proposal from Cllr Payne, seconded by Cllr Hooper it was unanimously **resolved** to remove the "Increase in provision to cover additional costs due to HBC re snagging" and "Pavilion outstanding costs" allocations.
- 21/106.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.
- 21/106.5 It was **resolved** to note the Pavilion running costs against hire income analysis.
- 21/106.6 It was **resolved** Cllr Payne would sign the Bank Reconciliation for September 2021.
- 21/106.7 Budget Considerations for Financial Year 2022-2023

Cllr Peeks proposed that Charity pay for their own audit, seconded by Cllr Naylor and unanimously resolved. The Parish Council would be written to and advised.

21/107 Health and Safety

A discussion took place regarding the layout of the room and covid measures. It was unanimously **resolved** all members were happy to continue the meetings in the Brendon Room; it was recommended all attendees take a Lateral Flow Test the night before the meeting and to follow guidance depending on the result.

21/108 Report from Officers

- 21/108.1 Ground Management Officers Report
EPC would be written to, asking that the contract is being adhered to. Daffodils had been planted.
- 21/108.2 Building Management Officers Report – nothing to report
- 21/108.3 Asset Management Officers Report
Cllr Peeks requested the agreed rubbish bin was placed on the middle pad and arrange for the bench to be offset to allow room. Proposed Cllr Peeks, seconded Cllr Hooper, resolved with six in favour, one against and one abstention.
- 21/108.4 Legal Officers Report – nothing to report
- 21/108.5 Events and Fundraising Officers report –
The Trustee were asked for approval to hold indoor and outdoor car boot sales from May – October, weather dependent. It was noted dates would set so as not clash with football. Proposed Cllr Hooper, seconded Cllr Howes, **resolved** with two abstentions.

- 21/109 Information Board Layout** – Cllr Howes advised no volunteer had been able to assist with the artwork, therefore the use of an aerial shot, using a drone would be considered.

21/110 CCTV coverage on the Memorial Ground

- 21/110.1 No update

21/111 Amenity Area

- 21/111.1 The amended specification had been forwarded. A meeting would be held as soon as possible.

21/112 Fire Beacon

The following specification was agreed – replace with a hard wood, Greenheart post, concreted into the ground, same height as the current post, basket to be of a similar design with base to catch embers. Three quotations would be sought, one with a socket and one without. Proposed Cllr Peeks, seconded Cllr Howes, unanimously resolved.

21/113 Pavilion

- 21/113.1 Signage to Pavilion from Killick Way – Cllr Aldridge proved an illustration of the proposed sign; the wording and colouring was agreed. Cllr Aldridge proposed that he contact the Doctors to seek their agreement and if received to proceed with the sign using wooden treated posts, seconded by Cllr White and unanimously resolved. Cllr Payne proposed a total of £250.00 to complete the job, seconded by Cllr Howes and unanimously **resolved**. **Action: Cllr Aldridge**

- 21/113.2 Plaque engraving – no update due to the absence of Cllr Nye. **Action: Cllr Nye**
- 21/113.3 Installation of Outside Taps – No update. Cllr Hooper read out an email received from a parishioner. Cllr Aldridge advised it had been agreed to install the taps at a previous meeting. Ross Cox would be chased for the quotation.
- 21/113.4 A discussion took place regarding the paper that had been forwarded proposing the purchase of a hoover, to be stored in the old baby change room, for users of the Brendon and Quantock rooms. It was **resolved** to purchase a hoover similar to the Vax upright model indicated; proposed Cllr Payne, seconded Cllr Hooper with two abstentions.
- 21/113.5 Cleaning of Veranda floor – It was resolved to proceed with pressure washing the veranda floor, noting the mats would be removed first. Proposed Cllr Payne, seconded Cllr Howes with one abstention.
- 21/113.6 Alcohol Premises Licence – Cllr White suggested a Working Group was formed to prepare a document for licensing and to make a recommendation to report back to the Trustee to decide on the way forward. Cllrs White, Naylor volunteered to stand on the Working Group and Cllr Nye would also be asked.
- 21/114 Community Grants from the Clark Foundation**
No update
(Cllrs Hooper, Johnson and Peeks left the meeting at 9pm)
- 21/115 The Barn**
- 21/115.1 Use of Paved Area – no update
- 21/115.2 Painting of Wall – no update
- 21/116 Request for purchase of a Defibrillator for installation on the outside of the Pavilion using covid grants received from SWT Council**
A paper had been circulated with a proposal to purchase a Defibrillator, the same as the Parish Council, and to have it installed on the outside wall of the pavilion, under the veranda, between the kitchen and changing room entrance. After a discussion, it was unanimously **resolved** to agree to the proposal to purchase the Defibrillator, proposed Cllr Howes, seconded by Cllr White.
- 21/117 WWMRG Logo**
No update due to the absence of Cllr Nye
- 21/118 Matters for the next meeting to be held on Monday 22nd November 2021**
(Item 21/12) Plaque for Memorial Oak Tree (add to November 2021 agenda)
(Item 21/86) Pavilion User Group (PUG) (add to September 2022 agenda)
Installation of Rubbish Bin by the Veranda (Cllr White)
Storage Areas (Cllr White)
Water Refilling Stations (Cllr Naylor)

Meeting closed 9.10 pm

Signed as a true and correct recordCllr Payne Dated 22nd November 2021