

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

23rd February 2022

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 28th February 2022 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

- 21/180 To advise the recording of the meeting – Chairman**
- 21/181 To note apologies for absence and approve reason, where appropriate**
- 21/182 To Receive any Declarations of Interest**
- 21/183 Minutes of the last meeting held on Monday 31st January 2022 for approval (attached)**
- 21/184 Minutes of the Extra Ordinary meeting held on Monday 7th February 2022 for approval (attached)**
- 21/185 Matters from the minutes – for report purpose only**
- 21/186 Correspondence**
 - 21/186.1 To note the correspondence log (attached)
 - 21/186.2 Somerset Playing Fields Association - Playground Awareness & Inspection Training – 20th April – to consider
 - 21/186.3 Request from Pavilion users to receive refund for Friday 18th February when classes were cancelled due to Storm Eunice – to consider request
- 21/187 Finance**
 - 21/187.1 Approval of accounts for payment (to be given at the meeting)
 - 21/187.2 Expenditure and Income Analysis as at 31st January 2022 (attached)
 - 21/187.3 Estimated Provisions for January 2022 (attached)
 - 21/187.4 WWMRG Charity fundraising income and expenditure analysis (attached)
 - 21/187.5 Pavilion running costs against income from bookings analysis (attached)
 - 21/187.6 Bank Reconciliation for January 2022 (to agree for the Chairman to sign)
- 21/188 Health and Safety**
- 21/189 Report from Officers**
 - 21/189.1 Ground Management Officers Report – repair to goalmouths
 - 21/189.2 Building Management Officers Report
 - 21/189.3 Asset Management Officers Report
 - 21/189.4 Legal Officers Report
 - 21/189.5 Events and Fundraising Officers report
- 21/190 Information Board Layout (Cllr Howes) – update**
- 21/191 Amenity Area - update**
 - 21/191.1 (Item 21/164.1) Specialist Advice – ongoing, nothing to report
 - 21/191.2 To consider future of working group and the next stage of the project

- 21/192 Pavilion**
Signage to Pavilion from Doctors Surgery – a response had been received from West Somerset Healthcare confirming that a sign as shown in the picture supplied to them, made of wood, with wooden treated posts, to be placed and maintained by the WWMRG Charity, could be placed in the position requested.
- 21/192.1
21/192.2 Opening Plaque – update on engraving – (Cllr Aldridge)
21/192.3 Strategy of future use of pavilion - To consider request to supply forecast of potential booking income and to agree format
- 21/193 WWMRG Logo** (Cllr Cook)
- 21/194 Hire Charges for Pavilion and The Barn** – to consider (attached)
- 21/195 (Item 21/171) Registering for Co-op Points**
Reply received: General applications for the 2021 round of the Local Community Fund are now closed. The next round of applications will open in the spring of 2022. If, in the meantime, you are planning a fundraising event, you may be eligible to apply for a grant through our Community Donations Policy. Speak to your local store manager for more details of how to apply – to consider applying
- 21/196 Civil Contingencies**
- 21/197 Matters for the next meeting to be held on Monday 28th March 2022**
(Item 21/86) Pavilion User Group (PUG) (add to September 2022 agenda)
To consider any allocation to the pavilion maintenance and development fund
- 21/198 To pass a resolution to exclude the Press and Public from the remainder of the meeting, due to commercial sensitivity**
- 21/199 Fire Beacon**
To consider quotation