

# WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

## Minutes of the Trustee Meeting held on Monday 22<sup>nd</sup> November 2021 at 7pm In the Brendon Room, Williton Pavilion

### Attendees:

**Councillors:** Payne (Chairman), Aldridge, Cook, Hooper, Howes, Johnson (left at 9pm during item 21/114), Nye, Peeks (left at 9pm during item 21/135) and White  
**Other:** Mrs Michelle Francis  
**Public:** None  
**Press:** None

### Apologies:

**Councillors:** Denton, Howes and Naylor  
**Public:** None

**21/119** The Chairman advised the meeting would be recorded.

### **21/120 Apologies**

As noted above.

### **21/121 Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr White	21/125.1	Personal	Did not vote

### **21/122 Minutes of the last meeting held on Monday 25<sup>th</sup> October 2021**

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

### **21/123 Matters from the minutes**

21/123.1 (Item 21/104.1) Advice re location for the planting of an English Oak – meeting had been cancelled and would be rescheduled - noted

21/123.2 (Item 21/104.2) Cleaning of Pavilion render was due to commence the following day - noted

### **21/124 Correspondence**

21/124.1 It was **resolved** to note the correspondence log

21/124.2 A request had been received from Williton Royal British Legion to place a Christmas Tree next to the memorial, to highlight 'Christmas Day football match that the soldiers had against the Germany forces during WW1. After a proposal from Cllr Hooper, seconded by Cllr Cook, it was unanimously **resolved** to give permission.

21/124.3 Williton Royal British Legion requested permission to put hooks on the Memorial wall, either side of the plaque to hang wreaths to keep them dry and out of harms way. After a proposal from Cllr Hooper, seconded by Cllr White, it was **resolved**, with one against on positioning, to give permission, advising they must be placed high enough so as not to cause any interference when sitting on the bench.

### **21/125 Finance**

21/125.1 It was **resolved** to approve the attached accounts for payment.  
Proposed Cllr Aldridge; seconded Cllr Hooper.

21/125.2 It was **resolved** to note the attached Expenditure Analysis as 31<sup>st</sup> October 2021.

21/125.3 It was **resolved** to note the Estimated Provisions for October 2021.

21/125.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

21/125.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

21/125.6 It was **resolved** Cllr Payne would sign the Bank Reconciliation for October 2021.

21/125.7 Budget Considerations for Financial Year 2022-2023

It was **resolved** to add a budget line for staff costs at £8,000.00.

Reduce subsidy request from Parish Council to £3,500.00 – proposed Cllr Hooper, seconded Cllr Peeks, **resolved** with 3 in favour, 3 abstention and 1 against.

## **21/126 Health and Safety**

- 21/126.1 Cllr Payne advised he had updated the Risk Assessments for upcoming events - noted  
The Tree Surgeon had removed the limbs on the tree - noted

## **21/127 Report from Officers**

### **21/127.1 Ground Management Officers Report**

Household rubbish had been placed in the bins and had been witnessed on CCTV. Cllr Peeks would politely request that the member of public refrained from doing so.

- 21/127.2 **Building Management Officers Report** – It was reported the fascia and inside roof boards on the Memorial Shelters needed attention. Quotations would be sought. Whilst the render was being cleaned, a quotation would be requested to clean the stains from the veranda and to remove the rust from the post.

- 21/127.3 **Asset Management Officers Report** – nothing to report

- 21/127.4 **Legal Officers Report** – nothing to report

- 21/127.5 **Events and Fundraising Officers report** –

A verbal report was given on the recent meeting. The Christmas events were both fully booked. Decorating the hall would take place on the 6<sup>th</sup> December and the Grotto on the 9<sup>th</sup> December – councillors were asked to attend and help.

The Youth Club had advised they had concerns regarding safeguarding with other users in the building at the same time as the youth club. Councillors felt this should not cause a problem as youth club staff were present. It was resolved to contact the youth club to suggest they could hire the entire building to avoid any concerns, otherwise the Charity would continue to accept bookings in vacant rooms.

- 21/128 Information Board Layout** – Cllr Howes had approached a parishioner requesting a photo of the ground, via a drone.

## **21/129 CCTV coverage on the Memorial Ground**

- 21/129.1 There had been no update regarding the funding application. Concern was raised that the cameras were not infrared and were very pixelated when enlarged. After a discussion, it was **resolved** to approach the Parish Council to consider taking on responsibility for overall management of the system and review the current coverage. Proposed Cllr Aldridge, seconded Cllr White with 4 in favour and 3 against.

## **21/130 Amenity Area**

- 21/131.1 It was noted work had commenced earlier in the day. A site meeting was required to determine the boundary with the working group and neighbouring properties. It was unanimously **resolved** to obtain the deeds for the Memorial Ground, Croftways and the Long Street Industrial Estate. Cllr Peeks volunteered to source the deeds and contact the neighbouring properties. Proposed Cllr Aldridge, seconded Cllr Nye.

## **21/131 Fire Beacon**

The specification would be forwarded to Cllr White to obtain quotations.

## **21/132 Pavilion**

- 21/132.1 Signage to Pavilion from Killick Way – Cllr Aldridge requested that the clerk write to the doctors to request permission.
- 21/132.2 Opening Plaque – Cllr Nye was unable to take the plaque to Taunton; Cllr Aldridge volunteered to take the project on and obtain advise as to whether the current plaque was useable.
- 21/132.3 Installation of Outside Taps – A price of £90.00 had been received to install the outside tap, behind the fence by the plant room. It was **resolved** to proceed. The tap outside the Barn required more research, which Cllr Aldridge and White would undertake.
- 21/132.4 Alcohol Premises Licence – No update from Working Group.
- 21/132.5 A request to consider changing thermostat in Changing Rooms 1,2 and the official's rooms to manually operated (5 in total) had been received. It was agreed to discuss the request further at the January meeting.
- 21/132.6 A request to install a rubbish bin by the veranda had been received. After a discussion, Cllr White proposed a bin was installed, the proposal was not seconded, so could not proceed. It was **resolved** to remove from the agenda.

- 21/132.7 A complaint had been received regarding parking on double yellow lines during Bingo. Users would be reminded that this should not happen and that gates must be always kept clear, for safety reasons and emergency services access.
- 21/133 Community Grants from the Clark Foundation**  
No update
- 21/134 The Barn**
- 21/134.1 It was resolved to delay a decision until the Amenity Ground clearance was completed as more benches may be required.
- 21/134.2 Painting of Wall – Cllr White had applied one coat of paint and reported at least another 2 coats would be necessary.
- 21/135 (Item 21/12) Plaque for Memorial Oak Tree**  
It was resolved to defer this item.  
(Cllr Peeks left the meeting)
- 21/136 Storage Areas**  
It was resolved to defer this item.
- 21/137 Registering for Co-op Points**  
It was resolved to defer this item.
- 21/138 WWMRG Logo**  
Cllr Cook volunteered to take on this project – Cllr Nye would forward details. It was agreed not to implement restrictions regarding criteria.
- 21/139 Matters for the next meeting to be held on Monday 31<sup>st</sup> January 2022**  
(Item 21/86) Pavilion User Group (PUG) (add to September 2022 agenda)

Meeting closed 9.10 pm

Signed as a true and correct record ... Cllr Payne ..... Dated ..... 31<sup>st</sup> January 2022 .....