

# WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

## Minutes of the Trustee Meeting held on Monday 31<sup>st</sup> January 2022 at 7pm In the Brendon Room, Williton Pavilion

### Attendees:

**Councillors:** Payne (Chairman), Aldridge, Hooper, Johnson, Naylor and White

**Other:** Mrs Michelle Francis

**Public:** None

**Press:** None

### Apologies:

**Councillors:** Cook, Denton, Howes, Nye and Peeks

**Public:** None

**21/151** The Chairman advised the meeting would be recorded.

### **21/152 Apologies**

As noted above.

### **21/153 Declarations of Interest**

There were none

### **21/154 Minutes of the last meeting held on Monday 22<sup>nd</sup> November 2021**

After a proposal from Cllr White, seconded by Cllr Aldridge, it was **resolved** to approve the minutes, after a slight alteration to the attendees.

### **21/155 Minutes of the Extra Ordinary meeting held on Monday 29<sup>th</sup> November 2021**

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

### **21/156 Minutes of the Extra Ordinary meeting held on Monday 20<sup>th</sup> December 2021**

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

### **21/157 Matters from the minutes**

There was nothing to report

### **21/158 Correspondence**

21/158.1 It was **resolved** to note the correspondence log

21/158.2 (Item) 21/157.5) It was resolved to note the reply from Williton Youth Club.

21/158.3 It was noted a replacement cheque would be issued

21/158.4 It was noted the TV licence had been received

21/158.5 It was noted the Information Commissioner's Office had renewed the annual data protection

21/158.6 An email had been received from Williton Rockets regarding the football posts and damage to pitch. It was resolved the clerk would reply advising the posts against the wall had been removed, as verbally agreed with Cllr White and the stays were stored behind the pavilion. No other posts had been found within the amenity area.

### **21/159 Finance**

21/159.1 It was **resolved** to approve the accounts for payment.  
Proposed Cllr Aldridge; seconded Cllr Hooper.

21/159.2 It was **resolved** to note the attached Expenditure Analysis as at 30<sup>th</sup> November and 31<sup>st</sup> December 2022.

21/159.3 It was **resolved** to note the Estimated Provisions for November and December 2021.

21/159.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

21/159.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

21/159.6 It was **resolved** Cllr Payne would sign the Bank Reconciliation for November and December 2021.

21/159.7 Budget Considerations for Financial Year 2022-2023

Budget Considerations for Financial Year 2022-2023. The final budget was set at £40,650.00 Proposed Cllr Johnson, seconded Cllr Aldridge, unanimously resolved.

- 21/159.8 Omicron Hospitality, Accommodation & Leisure Grant. A discussion took place where consideration was given that the grant may be reclaimed if found to be claimed for incorrectly. After a proposal from Cllr Aldridge, seconded by Cllr Hooper, it was unanimously agreed to apply for the grant.

**21/160 Health and Safety**

Nothing to report

**21/161 Report from Officers**

21/161.1 Ground Management Officers Report

Nothing to report

21/161.2 Building Management Officers Report

A report had been received from the cleaner on how the changing rooms were being left after use, including toilets not being flushed. Cllr Payne advised the levels appeared to be wrong in the changing rooms as the water from the showers was running into the main changing area. A plastic screen may be considered. Agreed to monitor and report back after May. The carpet tiles in the Brendon Room were lifting

21/161.3 Asset Management Officers Report – nothing to report

21/161.4 Legal Officers Report – nothing to report

21/161.5 Events and Fundraising Officers report –  
Minutes of the recent meeting would be circulated

**21/162 Information Board Layout** – no update

**21/163 CCTV coverage on the Memorial Ground**

- 21/163.1 Confirmation had been received from Avon and Somerset Police Community Trust that the bid for funding had been successful and have agreed to award £500.00, to be match funded. It was resolved to wait for a response from the Parish Council on whether the Parish agreed to take on the CCTV as requested from the Trustee at the November meeting.

**21/164 Amenity Area**

- 21/164.1 (Item 21/144) Specialist Advice – Ongoing. Papers had been received from Maitland Walker earlier in the day.

- 21/164.2 The contract worded and agreed by the Trustee stated:

- The pile of earth/stones [Picture 13] to be removed with any stone being placed between the Devon Bank and chain link fence, earth to be spread within area and not removed from site
- The whole area to be made flat (not necessarily level) and suitable to be seeded with a hard-wearing grass. [Picture 13 + 14]
- Contractor to supply and spread grass seed

Since the wording of the contract, it had come to light that a large amount of rubble was contained within the pile, which was believed to be stone, suitable for building the Devon bank. Cllr Hooper advised the meeting some stone had originated from the walls at St Audries and that some rubble was from the Killick Way car park.

The pile of stones/rubble/earth remained. Cllr Hooper proposed that £2,000.00 was held back from the invoice that had been received, that the WWMRG Charity hire skips at their cost, the contractor be asked to load the skips (at the contractor's cost), level and re-seed the ground after the pile had been removed (at the contractor's cost), then to release the final withheld funds.

Cllr Naylor proposed that £2,000.00 was withheld on the ground that the 'Grounds Clause – 3 parts' had not been completed and to look to the contractor to see how this could be resolved, which may include WWMRG charity paying for skips to enable the pile to be removed. Seconded by Cllr Aldridge.

Cllr Hooper withdrew her proposal on the basis of preferred wording from Cllr Naylor.

An amendment was proposed by Cllr Payne to pay the invoice in full, this was seconded by Cllr White. A vote was taken on the first amendment, to pay the invoice in full. Two votes in favour and 4 votes against, motion failed.

A vote was taken on the original proposal made by Cllr Naylor, four votes in favour and two votes against. Motion passed.

**21/165 Fire Beacon** - Cllr White was obtaining quotations

**21/166 Pavilion**

21/166.1 Signage to Pavilion from Killick Way – A response from Williton Surgery was awaited.

21/166.2 Opening Plaque – no update

21/166.3 Alcohol Premises Licence – Item was put on hold until the investigation had been completed defining ownership.

21/166.4 Thermostats – Cllr Payne was investigating further

21/166.5 Members were advised of a large upcoming bookings that would use marquees on the field - noted

21/166.6 It was unanimously resolved to purchase a clock to be located in the kitchen.  
Proposed Cllr Hooper, seconded Cllr Naylor

21/166.7 Consideration was given to undertake a deep clean in the kitchen. After a proposal from Cllr Hooper, seconded by Cllr Naylor, it was unanimously resolved to undertake a deep clean in the kitchen, every six months.

**21/167 Community Grants from the Clark Foundation**

Cllr Johnson advised this could not be moved forward until confirmation of ownership of the grounds and buildings. **Resolved** to remove from the agenda until confirmation received.

**21/168 The Barn**

21/168.1 Cllr White advised this could not be moved forward until confirmation of ownership of the grounds and buildings.

21/168.2 Painting of Wall – Cllr White advised the extra coats would be applied and completed over the coming weeks.

**21/169 (Item 21/135) Plaque for Memorial Oak Tree**

It was resolved to remove this item from the agenda and re-visit when advise had been received regarding the location of planting an English Oak.

**21/170 Storage Areas**

Cllr White withdrew this item from the agenda, which would feature on the Parish Council agenda regarding confirmation of ownership.

**21/171 Registering for Co-op Points**

Unanimously **resolved** that Cllr Naylor would register, proposed Cllr Naylor, seconded Cllr Hooper.

**21/172 WWMRG Logo**

Cllr Naylor gave a verbal update on Cllr Cook's progress.

**21/173 Hire Charges for Pavilion and The Barn**

Members were asked to consider for the next meeting

**21/174 Matters for the next meeting to be held on Monday 28<sup>th</sup> February 2022**

(Item 21/86) Pavilion User Group (PUG) (add to September 2022 agenda)

Ideas to expand Film Club (Cllr Naylor)

Strategy of future use of pavilion (Cllr Johnson)

Meeting closed 9.05 pm

Signed as a true and correct record ... Cllr Payne ..... Dated ..... 28<sup>th</sup> February 2022 .....