

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 25th April 2022 at 7pm In the Brendon Room, Williton Pavilion

Attendees:

Councillors: Payne (Chairman), Aldridge, Hooper, Howes, Johnson, Nye and White

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

Councillors: Cook, Denton, Naylor and Peeks

Public: None

21/214 The Chairman advised the meeting would be recorded.

21/215 Apologies

As noted above.

21/216 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr White	21/220.1	Personal	Did not vote
Cllr Howes	21/220.1	Personal	Did not vote

21/217 Minutes of the last meeting held on Monday 28th March 2022

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

21/218 Matters from the minutes

21/218.1 The Pavilion sign for erection by the Doctors surgery had been ordered. Cllr Aldridge gave a verbal update - noted

21/219 Correspondence

21/219.1 The correspondence logs for March and April 2022 were noted

21/219.2 A request for a plaque on the Memorial Shelter fence in memory of Frank Morgan, Ross McKee and Bert Pearson had been received. Cllr Payne proposed that the request was accepted, the motion was not seconded and therefore not carried. Cllr Aldridge proposed that a bench with a plaque was suggested as an alternative, Cllr Howes added that the bench could become the Royal British Legion bench and plaques could be added in the future. This was seconded by Cllr White and **resolved**, with one abstention and one against. Motion passed.

Cllr Hooper declared an interest in the following discussion and left the room

A request to hire crockery at the Williton Gardens event had been received. A discussion took place. After a proposal from Cllr Howes, seconded by Cllr Johnson, it was unanimously **resolved** the crockery could not be hired.

The Chairman advised he had received a request earlier in the day to borrow chairs for an event at Exmoor Trim on Wednesday 27th April 2022. After a discussion, it was agreed the plastic chairs could be hired, at the hire rate previously agreed, but due to bookings in the hall and Brendon Room on this date, there would not be enough available to fulfil the request.

Cllr Hooper returned to the meeting

21/220 Finance

21/220.1 It was **resolved** to approve the accounts for payment.
Proposed Cllr Hooper; seconded Cllr Aldridge with two abstentions.

Action: Clerk

21/220.2 It was **resolved** to note the attached Expenditure Analysis as at 31st March 2022.

21/220.3 It was **resolved** to note the Estimated Provisions for March 2022.

21/220.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

21/220.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

21/220.6 It was **resolved** Cllr Payne would sign the Bank Reconciliation for March 2022

21/221 Health and Safety

The lift had undergone the 6-monthly service and checks. There was nothing further to report.

Use of fabric chairs – after a proposal from Cllr Howes, seconded by Cllr White, it was agreed, with one abstention to start to allow the use again, due to covid restrictions being lifted. The plastic chairs would be moved to the back of the store until they could be moved to the Barn.

A discussion took place regarding home made cakes being sold at events. After a discussion, it was agreed to buy in cakes which passed on the responsibility, but that signs should be erected to state allergen warning and possible cross contamination.

21/222 Report from Officers

21/222.1 Ground Management Officers Report – Grounds Maintenance would be asked to delay cutting the hedge by the doctor's surgery until just before the Queen's Jubilee event.

21/222.2 Building Management Officers Report - Nothing to report

21/222.3 Asset Management Officers Report – Nothing to report

21/222.4 Legal Officers Report – A copy of the Byelaws required to be displayed in the noticeboard on the Barn. These may need to be updated. **Action: Clerk**

21/222.5 Events and Fundraising Officers report –
Concern was raised not many were attending the Film Club. The car boot sale and duck race had been a success. Open Gardens on 21st May

21/223 Information Board Layout - Cllr Howes advised Mr Martin would take an aerial photo by drone, of the Memorial Ground, after the elections.

21/224 Planting of a Memorial Oak Tree - A verbal suggestion had been received from SWT Council Tree Officer to plant a specimen to the right of the Pavilion (changing room end). This would be requested in writing.

21/225 Pavilion

21/225.1 Opening Plaque – Cllr Aldridge confirmed a company in Clevedon had looked at the plaque and confirmed it was bronze. The plaque would require cleaning, at an approximate cost of £150.00. A price had been requested for the engraving, but not received. After a proposal from Cllr Hooper, seconded by Cllr Nye, it was unanimously **resolved** Cllr Aldridge could have authority to continue with the works, if within budget.

21/225.2 Councillors were reminded of an upcoming large event in the Pavilion and on the Memorial Ground and that the footpath in front of the pavilion would be closed.

21/225.3 After a proposal from Cllr Hooper, seconded by Cllr Howes, it was unanimously **resolved** to install a locked key box in the Brendon Room for the leads and remote for the projector to be stored, for ease with bookings. The hirer would be given a key for the box to access the equipment.

21/225.4 A request had been received from Foxes Academy for the freezer to be left on permanently to save on food waste. After a proposal from Cllr Hooper, seconded by Cllr Howes, it was unanimously **resolved** to agree to the request, on the understanding Foxes Academy would be responsible for the correct labelling etc.

21/226 Matters for the next meeting to be held on Monday 30th May 2022

(Item 21/86) Pavilion User Group (PUG) (to discuss after May elections); Byelaws

(Item 21/193) WWMRG logo; (Item 21/195) Register for Co-op points; Picnic tables by the barn

21/227 A resolution was passed to exclude the press and public from the remainder for the meeting, due to commercial sensitivity. Proposed Cllr Aldridge, seconded by Cllr Hooper

21/228 Quotation for refurbishment of Memorial Shelters

Three quotations had been requested; one had been received. After a proposal from Cllr Howes, seconded by Cllr Nye, it was unanimously **resolved** to accept the quotation for the refurbishment of the Memorial Shelters. Replacement slates would try and be sourced and requested to be fitted.

Meeting closed 8.21 pm

Signed as a true and correct record Cllr Payne Dated 30th May 2022