

# WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

## Minutes of the Trustee Meeting held on Monday 25<sup>th</sup> July 2022 at 7.00pm In the Parish Office, 2 Killick Way, Williton

### Attendees:

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

**Other:** Mrs Michelle Francis

**Public:** None

**Press:** None

### Apologies:

**Councillors:** Denton, Howes, Naylor and Peeks

**Public:** None

**22/36** The Chairman advised the meeting would be recorded.

### **22/37 Apologies**

As noted above and reasons approved.

**22/38 Declarations of Interest** - There were none

### **22/39 Minutes of the last meeting held on Monday 27<sup>th</sup> June 2022**

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

### **22/40 Matters from the minutes**

**22/40.1** (Item 22/27.1) It was noted the broken fence in the Children's Play Area had been repaired

### **22/41 Correspondence**

**22/41.1** It was **resolved** to note the correspondence log

**22/41.2** Opus Energy – a notice of contract termination had been received for The Barn. After a proposal from Cllr Aldridge, seconded by Cllr Hooper it was unanimously **resolved** the clerk would enter a three-year agreement on the best tariff available. **Action: Clerk**

**22/41.3** Membership renewal notice had been received from Somerset Playing Fields Association. It was unanimously **resolved** to renew the membership at a cost of £15.00. Proposed Cllr Hooper, seconded Cllr Nye. **Action: Clerk**

### **22/42 Finance**

**22/42.1** It was unanimously **resolved** to approve the accounts for payment. Proposed Cllr Hooper; seconded Cllr Aldridge **Action: Clerk**

**22/42.2** It was **resolved** to note the attached Expenditure Analysis as at 30<sup>th</sup> June 2022. A discussion took place as to whether the staffing costs should be under the Pavilion, it was **resolved** it would remain under operational costs.

**22/42.3** It was **resolved** to note the Estimated Provisions for June 2022. A discussion took place with regards to the financial reserve, it was **resolved** it would remain at £6,000.00.

**22/42.4** It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

**22/42.5** It was **resolved** to note the Pavilion running costs against hire income analysis.

**22/42.6** It was **resolved** Cllr Payne would sign the Bank Reconciliation for June 2022

### **22/43 Health and Safety**

The Chairman advised that the consultants had held a staff training earlier in the day. The Clerk had raised concerns with the public walking across the car park and had asked for advice. Members would be advised at the next meeting of the response.

### **22/44 Report from Officers**

#### **22/44.1 Ground Management Officers Report**

- The Spring Riders in the children's play area had been fitted, but the wet pour was still outstanding.
- More graffiti had occurred – the Police had been informed

#### Ground Management Officers Report (cont.)

- Fly posters had been removed – the contact on the posters would be contacted. The Police had been informed.
- Picnic benches had sustained damage from BBQ's and had been removed from secured footings. It was **resolved** to have the bench removed completely and for the ground to be made good. Current prices for a replacement would be obtained for the next meeting

#### 22/44.2 Building Management Officers Report

- The clock on the outside of the pavilion had stopped working. It was **resolved** an electrician would be contacted for its repair.

#### 22/44.3 Asset Management Officers Report – No report

#### 22/44.4 Legal Officers Report – No report

#### 22/44.5 Events and Fundraising Officers report

- Minutes from the meeting held on 13<sup>th</sup> July 2022 would be forwarded noted
- The request for a dumper truck had been withdrawn - noted
- Cllr Howes had forwarded an email with a plea for volunteers at the Fete

#### **22/45 Pavilion**

##### 22/45.1 Opening Plaque – no update

##### 22/45.2 Locking System - Cllr Aldridge requested that a price was obtained from Coomber Security to change the current locking system to one where each door has a separate opening and locking fob operation.

##### 22/45.3 Premises Licence – deferred due to waiting response from SWT Council. The clerk and Cllr Aldridge would liaise.

##### 22/45.4 An email had been received from Mr Vaughan regarding the pavilion maintenance. It was **resolved** to reply stating that the comments were agreed and were being addressed. Quotations would be sought for the painting and rust treatment for the veranda posts, entrance posts and blue posts. It was unanimously **resolved** to arrange for the windows to be cleaned, then obtain quotations for cleaning on a quarterly basis. Proposed Cllr Hooper, seconded Cllr Aldridge.

Cllr Peeks had suggested a re-arranged date of the 2<sup>nd</sup> August to clean the pavilion. Cllrs Aldridge, Hooper and Nye confirmed they would attend. A discussion took place regarding the cleaning of the outside veranda. It was unanimously **resolved** to arrange for a clean to be undertaken, then, as above obtain quotations based on a quarterly basis. Proposed Cllr Hooper, seconded Cllr Nye. Cllrs would provide a list of jobs to be undertaken for quotes to be obtained

#### **22/46 Defibrillator**

The defibrillator had been ordered

#### **22/47 WWMRG Logo**

It was unanimously **resolved** to request the line was removed, but if not possible, to agree to the lower line, at the bottom of the 'G'. Proposed Cllr Aldridge, seconded Cllr White

#### **22/48 (Item 22/07.3) Public Space Order**

This had been discussed under 22/45.3

#### **22/49 Williton Rockets**

An email had been received with updates and a request for consideration of a new agreement. It was **resolved** to reply that dates of games needed to be advised in advance and if games are cancelled, notification would be needed by 5pm on the previous Thursday, to enable the heating to be cancelled, so as no utility costs would be incurred. Cancelled bookings after this time would still be charged. The special hire charge of £50.00 would remain. The goals were not to be left up permanently until after the fete, but if a game was required before, the goals could be erected and removed immediately after use.

#### **22/50 Matters for the next meeting to be held on Monday 26<sup>th</sup> September 2022**

Pavilion User Group (PUG)

Information Board (October 2022)

Meeting closed 8.35 pm

Signed as a true and correct record ... Cllr Payne ..... Dated ... 26<sup>th</sup> September 2022 .....