

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 28th November 2022 at 7.00pm In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors: Payne (Chairman), Angell, de Burgh-Thomas, Nye, Peeks, Whetlor and White

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

Councillors: Denton, Hooper, Howes and Naylor

Public: None

22/86 The Chairman advised the meeting would be recorded.

22/87 Apologies

As noted above and reasons approved.

22/88 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Nye	22/92.1	Personal	Did not vote on personal reimbursement

22/89 Minutes of the last meeting held on Monday 24th October 2022

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

22/90 Matters from the minutes

There were none

22/91 Correspondence

22/91.1 It was **resolved** to note the correspondence log

22/91.2 The Royal British Legion had requested permission to erect a Christmas Tree at the Memorial Shelter, on the same basis as last year and for agreement for subsequent years. After a proposal from Cllr Peeks, seconded by Cllr Whetlor, it was unanimously **resolved** to agree to the request.

Resolution: The Royal British Legion be permitted to erect a Christmas Tree at the Memorial Shelter, for this and subsequent years

22/91.3 A request had been received for a shielded light / censor to be erected at the Memorial Shelter, due to an incident of anti-social behaviour. It was noted two lights were currently on the front of the building which were currently not working. After a proposal from Cllr Payne, seconded by Cllr Whetlor, it was unanimously **resolved** PIR lights would be fitted and that the current lights would be investigated by Cllr White as to whether they could be repaired.

Resolution: Fit PIR lights and investigate repair of existing lights

A request had been received to spread ashes under a tree in the Memorial Ground. It was unanimously resolved the family would be requested to investigate if a licence was necessary and to maintain discretion. Proposed Cllr Whetlor, seconded Cllr de Burgh-Thomas

An email had been received regarding a possible problem with the Wallgate hand dryers and that simple setting changes would be carried out by Wallgate Ltd.

22/92 Finance

22/92.1 It was **resolved** to approve the accounts for payment, with Cllr Nye abstaining regarding her personal reimbursement. Proposed Cllr Whetlor; seconded Cllr Peeks

22/92.2 It was **resolved** to note the attached Expenditure Analysis as at 31st October 2022

22/92.3 It was **resolved** to note the Estimated Provisions for October 2022.

22/92.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

22/92.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

- 22/92.6 It was **resolved** Cllr Payne would sign the Bank Reconciliation for September 2022.
Proposed Cllr Peeks, seconded Cllr White
- 22/92.7 Budget Considerations for the financial year 2023-2024 were discussed.
It was proposed by Cllr Peeks, seconded by Cllr Whetlor, to accept the budget Considerations for financial year 2023-2024 and unanimously agreed by all.

A discussion took place regarding requesting a subsidy from Williton Parish Council. It was unanimously **resolved** not to request a subsidy for the financial year 2023-2024, but instead ask the Parish Council to purchase picnic benches for the Memorial Ground and donate to the WWMRG charity. Proposed Cllr Peeks, seconded Cllr White.
- 22/92.8 Annual Audit of Accounts 2021-2022. It was unanimously **resolved** to agree the accounts and if agreed by the auditor, for the accounts to be signed and submitted. Proposed Cllr Whetlor, seconded Cllr Peeks.
- 22/93 Health and Safety**

It was reported the large tractor gate into the Play Area had rotted and have been removed. Contractors had been instructed to effect repairs. It was further reported the sprung gate by the fire beacon was not closing correctly.
- 22/94 Report from Officers**
- 22/94.1 Ground Management Officers Report
- Nothing further to report
- 22/94.2 Building Management Officers Report
- The pump and transformer had failed, resulting in no heating or hot water. Ross Cox Plumbing had attended as an emergency callout and had restored heating, but a new pump and new module was required. Prices were being obtained, but as yet were unknown, however, the pump would be approximately £270.00. After a proposal from Cllr Peeks, seconded by Cllr Nye, it was unanimously **resolved** to proceed with the repairs as necessary.
- 22/94.3 Asset Management Officers Report
The following was reported:
- A small table had been broken
 - Trolley wheel had been replaced
 - Paper towel dispenser in the kitchen had been broken
 - Door handles were becoming loose
 - CCTV sign had been vandalised – new signs had been erected
- It was agreed a small toolbox would be purchased and kept on site, either in the media cupboard or the upstairs plant room.
Cllr Payne, Peeks and White would carry out an inventory at The Barn
- 22/94.4 Legal Officers Report – No report
- 22/94.5 Events and Fundraising Officers report
- Christmas Craft Fair – Sunday 4th December, 1pm – 4pm – help required to decorate the hall on Friday 2nd December, 6pm.
 - Christmas High Tea – Saturday 10th December – invitations had been sent out, tables to be set up on Friday 9th December at 6pm – again, Councillors were asked to help
 - Christmas Festival – Saturday 17th December, Carol Signing at Croft House, 4.30pm followed by an Elf parade around the village which the Business Association were organising. Again, help required
 - The Military Wives Choir went well
- Cllr Howes and the office staff were thanked for organising these events
- 22/95 Pavilion**
- 22/95.1 Opening Plaque – Cllr Aldridge was absent; it was noted the plaque had been taken for cleaning.
- 22/95.2 Pavilion Clock – HBC would be asked to assist

22/95.3 Cigarette Bins – consideration of their replacement as the current bins were leaking and marking the render. Cllr Payne supplied prices for stainless steel at £74.00. Cllr White proposed two were purchased as replacements, seconded by Cllr Whetlor.

Cllr Peeks counter proposed that a bin was purchased instead, with no seconder, a vote took place on the original proposal, to replace the current ones with stainless steel. This was **resolved** with 5 in favour and 2 abstentions.

22/96 Information Board

Cllr Howes was absent but had informed the Clerk that contact had been made with Watchet and a report would be presented at the next meeting.

22/97 Amenity Area

22/97.1 Notes from the meeting held on 21st November 2022 were noted.

22/97.2 It was **resolved** the Parish Council would be asked to purchase the picnic benches for the WWRG charity, but if the request was refused, it was agreed the working group would have the authority to proceed with the purchase of benches, to a maximum budget of £2,000.00. Proposed Cllr White, seconded Cllr Whetlor, unanimously **resolved**.

22/98 Co-op Local Community Fund

It was reported there was currently £65.50 of funds not yet received. This would be advertised in Williton Window and on social media

22/99 Marketing of the Field

Item deferred due to the absence of Cllr Aldridge

22/100 Matters for the next meeting to be held on Monday 30th January 2023

Pavilion User Group (PUG) – decision to be made whether to continue with idea

(Item 22/60.3) PSPC on Memorial Ground

Electric Gate at Long Street Entrance

Purchase of third bench and bin for remaining concrete pad

Meeting closed 8.36 pm

Signed as a true and correct record Cllr Payne Dated 30th January 2023