

WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

c/o Williton Parish Council, 2 Killick Way, Williton, Somerset TA4 4PY

Tel & Fax: 01984 633979 Email: clerk@willitonpc.org.uk

Dear Trustee

19th April 2023

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 24th April 2023 at 7.00pm in The Parish Office, 2 Killick Way, Williton**, for the purpose of transacting the following business.

Yours sincerely

M L Francis

Michelle Francis
Clerk to the Trustee

A G E N D A

- 22/160 To advise the recording of the meeting – Chairman**
- 22/161 To note apologies for absence and approve reason**
- 22/162 To Receive any Declarations of Interest**
- 22/163 Minutes of the last meeting held on Monday 27th March 2023 for approval** (attached)
- 22/164 Matters from the minutes – for report purpose only**
- 22/164.1 (Item 22/150.5) Concern with provisional booking – to note this booking was cancelled
- 22/164.2 (Item 22/150.6) A one year contract for Pavilion electricity has been agreed
- 22/165 Correspondence**
- 22/165.1 To note the correspondence log (attached)
- 22/165.2 Email from Williton Rockets requesting funding for new goal posts
- 22/166 Finance**
- 22/166.1 Approval of accounts for payment (to be given at the meeting)
- 22/166.2 Expenditure and Income Analysis as of 31st March 2023 (attached)
- 22/166.3 Estimated Provisions for March 2023 (attached)
- 22/166.4 WWMRG Charity fundraising income and expenditure analysis (attached)
- 22/166.5 Pavilion running costs against income from bookings analysis (attached)
- 22/166.6 Bank Reconciliation for March 2023 (to agree for the Chairman to sign)
- 22/167 Health and Safety**
- 22/167.1 Stickers on Pavilion window and doors – update (Cllr Howes)
- 22/167.2 Continued Parking Issues at Pavilion (photos attached)
- 22/168 Report from Officers**
- Ground Management Officers Report
- 22/168.1
- Riverbank – removal of saplings and lower branches over river – update Cllrs Howes & Peeks
 - Pick up Dog Mess signs – signs have been received, to organise to be erected
- 22/168.2 Building Management Officers Report
- 22/168.3 Asset Management Officers Report
- 22/168.4 Legal Officers Report
- 22/168.5 Events and Fundraising Officers report – (to note the minutes of the meeting attached)
- 22/169 Pavilion**
- 22/169.1 Opening Plaque – update on engraving (Cllr Aldridge)
- 22/169.2 Options to use loudspeaker in the hall, without using the sound system in the Quantock Room – update (Cllr Aldridge)
- 22/169.3 Directional Sign for Quantock Room, with arrow, stating accessed via stairs or lift and room capacity – no update
- 22/169.4 Hall Floor – no update regarding damage
- 22/169.5 Wooden Railings around car park – amended quotations awaited

- 22/170** **Information Board** - update
- 22/171** **Co-op Local Community Fund** – update of funds raised but not yet received
- 22/172** **New Club / Society Start Up Initiative** – (to be forwarded)
To consider options regarding reduced rates for new clubs/societies to start
- 22/173** **Purchase of third bench and bin for remaining concrete pad** - update
- 22/174** **Matters for the next meeting to be held on Monday 22nd May 2023**