

# WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

## Minutes of the Trustee Meeting held on Monday 27<sup>th</sup> March 2023 at 7.00pm In the Parish Office, 2 Killick Way, Williton

### Attendees:

**Councillors:** Payne (Chairman), Aldridge, Angell, de Burgh-Thomas, Hooper, Nye and White

**Other:** Mrs Michelle Francis

**Public:** None

**Press:** None

### Apologies:

**Councillors:** Denton (work commitments), Howes, Peeks and Whetlor (prior engagements)

**Public:** None

**22/141** The Chairman advised the meeting would be recorded.

### **22/142 To note Apologies for Absence and approve reason**

As noted above – no reason received

### **22/143 Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Payne	22/130.1	Personal	Did not vote on personal reimbursement

### **22/144 Minutes of the last meeting held on Monday 27<sup>th</sup> February 2023**

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

### **22/145 Matters from the minutes**

There were none

### **22/146 Correspondence**

**22/146.1** It was **resolved** to note the correspondence log

Notice had been received from Somerset Council that the current relief provided to eligible occupied retail, hospitality and leisure properties would end on 31<sup>st</sup> March 2024.

### **22/147 Finance**

**22/147.1** It was **resolved** to approve the accounts for payment. Cllr Payne abstained regarding their personal reimbursement but voted on the remainder.  
Proposed Cllr Aldridge; seconded Cllr Hooper

**22/147.2** It was **resolved** to note the attached Expenditure Analysis as at 28<sup>th</sup> February 2023.

**22/147.3** It was **resolved** to note the Estimated Provisions for February 2023.

**22/147.4** It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

**22/147.5** It was **resolved** to note the Pavilion running costs against hire income analysis.

**22/147.6** It was unanimously **resolved** Cllr Payne would sign the Bank Reconciliation for February 2023.  
Proposed Cllr Hooper, seconded Cllr de Burgh-Thomas

**22/147.7** Allocation to the pavilion maintenance and development fund was discussed. After a proposal from Cllr Hooper, seconded by Cllr Aldridge, it was unanimously resolved to add £5,000.00 to the fund, to be held in provisions.

### **22/148 Health and Safety**

- Cllr Payne advised the children's playground equipment had been inspected and a report would be submitted to the Environment and Planning Committee.
- The stickers on the pavilion windows were outstanding.

- Parking at the pavilion continued to cause problems, with access being blocked. After a discussion, it was agreed to:
  - 1) obtain a price to erect a sign on the field gate saying 'Access for Air Ambulance – Keep Clear at All Times'
  - 2) obtain a price for a sign on the main gate saying 'Disabled Parking and unloading only'
  - 3) marking of bays – to consider 'Disabled Parking Only' written in front of all the bays and confirmation if a standard size was needed
  - 4) All hirers to be asked to shut the Robert Street gates, if they are the last to leave

## **22/149 Report from Officers**

### **22/149.1 Ground Management Officers Report**

- Riverbank – Cllrs Howes and Peeks would undertake agreed remedial works before the next meeting.
- A price of £15.95 + vat had been received for A4 Pick up Dog Mess signs. Unanimously resolved to purchase 3 signs. Proposed Cllr White, seconded Cllr Hooper.

### **22/149.2 Building Management Officers Report - No report**

### **22/149.3 Asset Management Officers Report - No report**

### **22/149.4 Legal Officers Report – No report**

### **22/149.5 Events and Fundraising Officers report**

- The banners had been organised and would be available for the next car boot.

## **22/150 Pavilion**

### **22/150.1 Opening Plaque – The plaque was ready for collection, which Cllr Aldridge would undertake**

### **22/150.2 Pavilion Clock – to be discussed under 22/158**

### **22/150.3 Cllr Aldridge would investigate the possibility of using a loudspeaker in the hall, without using the sound system in the Quantock Room, but preferably still using existing speakers. Mr Morgan would also be asked for advice.**

### **22/150.4 Directional Sign for the Quantock Room - It was agreed to obtain a price from HBC, based on the current design used for other rooms, to include braille.**

### **22/150.5 Bookings – Concern had been raised regarding the lack of communication and the advertised use of a bubble machine at an upcoming booking. After a discussion, it was unanimously **resolved** to send a letter by recorded delivery, stating that unless confirmation is received that a bubble machine would not be used, then the booking would be cancelled on health and safety grounds and potential damage to the floor. Proposed Cllr Nye, seconded Cllr de Burgh-Thomas.**

### **22/150.6 Electricity Supply – resolved with one abstention, to give authority to the Chairman and Clerk to obtain the best price for a one year contract. Proposed Cllr White, seconded Cllr Aldridge.**

Further agreed that renewable energy supply, such as solar panels, would be revisited.

### **22/150.7 Dishwasher – the request to purchase two extra trays, one for cups, one for plates, at a rough cost of £100.00 each was agreed. Proposed Cllr Angell, seconded Cllr Hooper and unanimously **resolved**.**

### **22/150.8 Hall Floor – HBC had visited to inspect the floor, photographs had been forwarded, showing the floor had all but levelled out. A reply from HBC and their supplier was awaited.**

### **22/150.9 Wooden Railings around car park – to be discussed under 22/159**

### **22/150.10 Insurance – confirmation from Zurich Insurance was awaited regarding cover for events with no councillors present. Further discussion would be held after 22/157. Proposed Cllr Hooper, seconded Cllr White, all agreed**

## **22/151 Information Board**

Cllr Howes had confirmed she continued to research the history of the ground. It was noted, this was a large undertaking and would take time.

## **22/152 Co-op Local Community Fund**

It was reported there was currently £516.32 of funds allocated, but not yet received.

## **22/153 New Club / Society Start Up Initiative**

No update

- 22/154 Electric Gate at Long Street Entrance**  
Cllr White requested the item was removed from the agenda, until further information was obtained. Agreed.
- 22/155 Purchase of third bench and bin for remaining concrete pad**  
Awaiting response from enquiries.
- 22/156 Matters for the next meeting to be held on Monday 24<sup>th</sup> April 2023**  
To consider nominations for future civic awards
- 22/157 A resolution was passed to exclude the press and public from the remainder of the meeting, due to commercial sensitivity**  
Proposed Cllr Angell, seconded Cllr Nye, unanimously resolved
- 22/158 Clock on Pavilion**  
The quotation for replacing the clock was considered. It was unanimously **resolved** to purchase a new clock, to be radio controlled for daylight saving hours, pay the quotation (b) to remove existing clock and replace, on the same visit. The clock supplier would be asked for a quotation to fit the new clock. The Chairman and Clerk had authority to proceed.  
Proposed Cllr Hooper, seconded Cllr Angell.
- 22/159 Wooden Railings around car park**  
The quotation was discussed. A met post would be requested. The Chairman and Clerk had authority to proceed to a maximum budget of £750.00.  
Proposed Cllr Hooper, seconded Cllr de Burgh-Thomas, unanimously **resolved**.
- 22/150.10 The Insurance was discussed further. It was agreed at Trustee events, a Councillor should always be present.

Meeting closed 8.56 pm

Signed as a true and correct record ..... Cllr Payne ..... Dated ..... 24<sup>th</sup> April 2023 .....