



# WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

## Minutes of the Trustee Meeting held on Monday 26<sup>th</sup> June 2023 at 7.00pm In the Parish Office, 2 Killick Way, Williton

### Attendees:

**Councillors:** Payne (Chairman), Angell, de Burgh-Thomas, Hooper, Peeks and Whetlor

**Other:** Mrs Michelle Francis

**Public:** None

**Press:** None

### Apologies:

**Councillors:** Aldridge (Personal), Denton (Work Commitments), Howes (Personal) Nye and White (Personal)

**Public:** None

**23/16** The Chairman advised the meeting would be recorded.

### **23/17 To note Apologies for Absence and approve reason**

As noted above and reasons approved

### **23/18 Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Payne	23/22.1	Personal	Did not vote on personal reimbursement

### **23/19 Minutes of the last meeting held on Monday 22<sup>nd</sup> May 2023**

After a proposal from Cllr Angell, seconded by Cllr de Burgh-Thomas, it was **resolved** to approve the minutes

### **23/20 Matters from the minutes**

There were none

### **23/21 Correspondence**

**23/21.1** It was **resolved** to note the correspondence log.

**23/21.2** Somerset Council had requested comments regarding Dog Restrictions in West Somerset. After a discussion, it was **resolved** to respond on the following areas on the Memorial Ground:

- Children's Play Area – Dog Exclusion
- Amenity Area – Dog Exclusion
- Memorial Ground – Dogs on leads

Proposed Cllr Peeks, seconded Cllr Whetlor, 1 against

**23/21.3** The Royal British Legion had confirmed the Memorial Stone had been checked and was secure; also had no objection to the removal of the seat in the shelter if required – noted.

*(A motion was passed to move to item 23/30 as it linked to the above item, after which the agenda would be followed in sequence – proposed Cllr Whetlor, seconded Cllr Hooper)*

An offer had been received for a free Table Tennis Table – it was **resolved** to accept. Cllr Denton offered to collect.

### **23/22 Finance**

**23/22.1** It was **resolved** to approve the accounts for payment. *(Cllr Payne abstained regarding his personal reimbursement but voted on the remainder).*  
Proposed Cllr Angell; seconded Cllr Hooper

**23/22.2** It was **resolved** to note the attached Expenditure Analysis as at 31<sup>st</sup> May 2023.

**23/22.3** It was **resolved** to note the Estimated Provisions for May 2023.

**23/22.4** It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

**23/22.5** It was **resolved** to note the Pavilion running costs against hire income analysis.

**23/22.6** It was unanimously **resolved** Cllr Payne would sign the Bank Reconciliation for May 2023.  
Proposed Cllr Whetlor, seconded Cllr Angell

## 23/23 Health and Safety

Nothing reported

## 23/24 Report from Officers

### 23/24.1 Ground Management Officers Report

- Rolling of football pitch – Quotations awaited.
- Repair to goalmouths – A quotation had been received, noting the work could not be undertaken until November, which would not be possible due to being in the football season, therefore, possibly consider for May 2024. Minehead and Watchet TC's would be approached to see if they 'sub-let' their grounds staff. Williton Rockets would be notified.
- Light bollard – one had been repaired, one was broken, had been made safe and was awaiting replacement.

### 23/24.2 Building Management Officers Report

- Consider ventilation contract

### 23/24.3 Asset Management Officers Report

- **Resolved** not to undertake a service on the dishwasher and call out for repair if needed in the future.
- Kitchen deep clean – only one quotation received to date, awaiting further responses

### 23/24.4 Legal Officers Report – Nothing reported

### 23/24.5 Events and Fundraising Officers report

A request to consider retrospective purchase of 2-way radio units at a cost of £45.99 had been received, due to a miss-communication between a Councillor and volunteers. A receipt would be requested and if available, the Parish Council would be asked to purchase as it was felt it may be beneficial for the Lengthsman position. If the Parish Council refuse, then it would be bought back to the Trustee. Proposed Cllr Whetlor, seconded Cllr Angell, unanimously **resolved**.

## 23/25 Information Board

An invoice for stage one had been received

## 23/26 Pavilion

23/26.1 (Item 22/169.2) Loudspeaker for hall – no update

23/26.2 (Item 22/169.3) Directional Sign for the Quantock Room – the quotation from HBC Builders was considered and agreed to accept, provided it included braille and the arrow at 45 degrees  
Proposed Cllr Hooper, seconded Cllr Angell, one against and one abstention

23/26.3 (Item 22/169.4) Hall Floor – HBC Builders had passed on contact details for the company that had installed the floor, who subsequently had visited to inspect. The verbal advice was not to clean the floor, due to the lacquer, and recommended the purchase of a polishing machine using Yunkers solution, for use solely on this floor. They would put this advice in writing, which was awaited.

23/26.4 (Item 22/169.5) Wooden Railings around car park – **resolved** to leave for now, until a lengthsman is employed who may be able to undertake the work

23/26.5 Members were advised two benches had been assembled and were ready for placing and fixing to the pavilion by way of eyebolts, Cllr de Burgh-Thomas proposed eyebolts were used to secure the benches, seconded by Cllr Angell. An amendment was proposed by Cllr Hooper to leave the benches unfixed, seconded by Cllr Peeks. A vote was taken on the amendment, three in favour, three against. The Chairman used his casting vote against the amendment, therefore the amendment failed. As no further amendment was proposed, a vote was taken on the original motion to secure the benches using eyebolts, three votes in favour, three votes against. The Chairman used his casting vote in favour of the motion, which passed.

Resolution: The benches would be secured using the eyebolts.

23/26.6 Lighting of defibrillator under canopy – awaiting electrician to visit for advice and quotation.

23/26.7 Roller Shutter Extended Warranty Contract – unanimously **resolved** to accept the 3-year warranty contract – proposed Cllr Hooper, seconded Cllr Whetlor

**23/27 Co-op Local Community Fund**

It was reported there was currently £759.86 of funds allocated, but not yet received.

**23/28 Purchase of third bench and bin for remaining concrete pad**

The waiting list was being worked through.

**23/29 Appointment of Officers**

The addition of an IT and Sound System support officer was considered, under advice and help only, not to repair. It was agreed this was a specialist post and if no member had the skills to undertake, then the position would be removed. Cllr Angell volunteered for the post. Proposed Cllr Whetlor, seconded Cllr Hooper and unanimously **resolved**.

**23/30 Misuse of Memorial Shelter and ways to avoid damage/anti-social behaviour**

It was noted the bench in the shelter was well used, so would not be removed, however, it was noted disrespectful activity was occurring. It was noted the lights, previously agreed, should become a deterrent. Somerset Council would be contacted to reinstate the Public Space Protection Order, to give PCSO's more powers and to request increased police presence.

**23/31 Request from Williton Parish Council**

A request had been received to share fund a Lengthsman. After a discussion, it was unanimously **resolved** to agree to pay for work around the Pavilion and Memorial Ground, on an hourly basis, which the Parish Council would be asked to invoice to the Charity. Proposed Cllr Whetlor, seconded Cllr Angell.

**23/32 Matters for the next meeting to be held on Monday 24<sup>th</sup> July 2023**

Summer Fete

Cllr Peeks tendered apologies

Meeting closed at 8.26pm

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