



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 25th September 2023 at 7.00pm In the Parish Office, 2 Killick Way, Williton

Attendees:

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

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

Councillors: Denton (Work Commitments), Howes, Nye and Whetlor (Personal)

Public: None

23/51 The Chairman advised the meeting would be recorded.

23/52 To note Apologies for Absence and approve reason

As noted above and reasons approved.

23/53 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr White	23/57.1	Personal	Did not vote on personal reimbursement

23/54 Minutes of the last meeting held on Monday 24th July 2023

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

23/55 Matters from the minutes

23/55.1 (Item 23/57.3) The pavilion kitchen deep clean had been completed – Cllr Hooper stated the wheels had not been cleaned

23/56 Correspondence

23/56.1 It was **resolved** to note the correspondence log.

23/56.2 A letter had been received from Williton Parish Council requesting formal agreement that they may continue to have authorisation to keep, maintain and replace play equipment, which the Parish Council owns, in the play area, primarily for grant applications. Unanimously **resolved** to formally authorise, proposed Cllr Hooper, seconded Cllr Angell.

23/56.3 A letter had been received from a resident regarding the Horse Chestnut tree, by the Memorial Shelter, after a large branch had broken from the tree. A reply would be sent.

23/56.4 A letter had been received from a resident regarding the benches on the hard standing by the Barn being used to access the roofs of outbuildings. It was noted, the benches had been moved upon receipt of the letter.

After a discussion, it was resolved to reply advising the intent to place two benches on the hard standing, which would be secured by anchors, to ensure they could not be moved. A letter would be sent to the four neighbouring properties, inviting them make contact if they had any concerns, advising a Councillor would be happy to meet on site to discuss.

23/56.5 A letter had been received from Mr Vaughan regarding Williton Pavilion project and meeting its objectives. A discussion took place where it was noted, due to the football suffering with low numbers, it may have changed to what was envisaged, but it was agreed a review was required. Re-surveying the village had also been discussed, to gain current thoughts of residents. The Amenities Group would be tasked with undertaking a review. A reply would be sent thanking Mr Vaughan for his letter.

23/57 Finance

23/57.1 It was **resolved** to approve the accounts for payment. (*Cllr White abstained regarding his personal reimbursement but voted on the remainder of payments*).
Proposed Cllr Hooper; seconded Cllr Angell

23/57.2 It was **resolved** to note the attached Expenditure Analysis as at 31st July and 31st August 2023.

- 23/57.3 It was **resolved** to note the Estimated Provisions for July and August 2023.
- 23/57.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.
- 23/57.5 It was **resolved** to note the Pavilion running costs against hire income analysis.
- 23/57.6 It was unanimously **resolved** Cllr Payne would sign the Bank Reconciliation for July and August 2023. Proposed Cllr Angell, seconded Cllr de Burgh-Thomas
- 23/58 Health and Safety**
- 23/58.1 A bough had broken from the Horse Chestnut by the Memorial Shelter and remedial work had been undertaken. This had taken place on Bank Holiday Saturday and the Chairman thanked all involved with sorting the situation so quickly.
It was reported a limb was broken from a tree behind the fence, by the river.
- 23/59 Report from Officers**
- 23/59.1 Ground Management Officers Report
- Rolling of football pitch – no update
 - Repair to goalmouths – A quotation had been received, which would require delay due to the football season. It was **resolved** to book the work to be undertaken in May 2024, allowing up to a 10% increase due to the delayed start, if necessary, with a firm price and start date being received by the end of March 2024. Proposed Cllr Aldridge, seconded Cllr Peeks, with one abstention.
 - Light bollard – HBC had advised a replacement was now available and had quoted £505.80 + vat to undertake the installation. Unanimously **resolved** to accept quotation – proposed Cllr Hooper, seconded Cllr Aldridge
 - It was noted the footpath along the river, from Robert Street to Catwell, was undulating and cracking, due to the tree roots. It was **resolved** to request advice from H&S Advisors, CLP Safety and Training, Play Inspection company and Somerset Council tree officer.
 - The Environment Agency would be contacted again requesting advice on the erosion of the riverbank.
 - The No Dog signs to the Amenity Area would be erected by Cllr Aldridge
- 23/59.2 Building Management Officers Report
- No report
- 23/59.3 Asset Management Officers Report
- The CCTV was currently not working. Coomers were investigating.
- 23/59.4 Legal Officers Report – The access licences would be checked in relation to Lilac Cottage.
- 23/59.5 Events and Fundraising Officers report
The minutes of the meeting held on 13th September 2023 were noted. Concern was raised regarding the suggestion of a door being installed into the kitchen in the Barn, from the hard standing – Cllr White would investigate further and submit a report for consideration.
- The proposed events were considered, and ~~Cllrs Hooper and Peeks expressed disagreement with the Open Gardens.~~ After a discussion, Cllr Payne proposed the events as listed were accepted, including the Open Gardens, from which the entrance ticket sales would be for the WWMRG Charity, and allowing the garden owners to choose a charity of their choice, for any event they put on in their own gardens. Seconded by Cllr White, **resolved** with four in favour, one against and two abstentions.
- 23/60 Information Board**
- No update
- 23/61 Pavilion**
- 23/61.1 Advice had been received for a Wi-Fi speaker for use in the hall, the same that RBL use for the Remembrance Day Service. It was **resolved** to ask for Mr Morgan to attend a Bingo so that the system could be trialled and if Cllr Hooper was happy with the system, then authorisation be given to purchase. Proposed Cllr Angell, seconded Cllr Hooper, with four votes in favour and three votes against.
- 23/61.2 Lighting of defibrillator under canopy – discussed under item 23/71.

- 23/61.3 Consideration of new Phone and Broadband contract – due to time restraints, it was resolved to defer this item
- 23/61.4 Hall floor cleaning – due to time restraints, it was resolved to defer this item
- 23/61.5 Holiday cover for cleaning pavilion - due to time restraints, it was resolved to defer this item
- 23/62 Co-op Local Community Fund**
The current balance was £991.01
(Cllr Peeks left during this item at 8.55pm)
- 23/63 Purchase of third bench and bin for remaining concrete pad**
No update
- 23/64 Contingency plans in case of overnight camping visitors -** due to time restraints, it was resolved to defer this item
- 23/65 Community Payback Scheme**
- 23/65.1 It was unanimously **resolved** supplies such as paint and paintbrushes could be purchased for work to be undertaken. Proposed Cllr Aldridge, seconded Cllr Angell
- 23/65.2 Removal of arisings from wall – discussed under item 23/69
- 23/66 Matters for the next meeting to be held on Monday 23rd October 2023**
Apologies received from Cllrs Angell and de Burgh-Thomas
- 23/67** After a proposal from Cllr Aldridge, seconded by Cllr Hooper, it was unanimously **resolved** to pass a resolution to exclude the press and public from the remainder of the meeting, due to commercial sensitivity
- 23/68 Quotation for work on Horse Chestnut tree by Memorial Shelter and other works highlighted in Tree Survey**
This item was deferred
- 23/69 Quotations for removal of arisings from wall near roller**
Unanimously **resolved** to accept quotation one. Proposed Cllr Angell, seconded Cllr White
- 23/70 Quotations for Service and Maintenance of Emergency Lighting**
Unanimously **resolved** to accept quotation received. Proposed Cllr Angell, seconded Cllr de Burgh-Thomas
- 23/71 Quotations for Defibrillator Lighting at the Pavilion**
Unanimously **resolved** to accept quotation received, based upon the light being active for long enough to cover the use of the equipment. Proposed Cllr Angell, seconded Cllr White
- 23/72 Quotations for replacement outside lighting at the Memorial Shelter**
Resolved to accept quotation received, based upon safety issues. Proposed Cllr Payne, seconded Cllr Angell, with one abstention.
- 23/73 Quotations for various electrical work at Pavilion**
Zelio programmer that controls the roller door – resolved to accept, five in favour, one abstention, proposed Cllr Angell, seconded Cllr Payne
Full electrical installation condition survey (EICR) – unanimously **resolved** to accept – proposed Cllr Angell, seconded Cllr Hooper
Removal and Replacement of existing bulkheads with bezelled eye lids – A neighbour had complained regarding the bright lights causing a nuisance late into the night. A discussion took place regarding installing a separate supply so the lights could be isolated and work on a PIR system. After a proposal from Cllr Aldridge, seconded Cllr de Burgh-Thomas, it was **resolved**, with two abstentions, not to proceed with proposal and for the lights to remain as they were.

Meeting closed at 9.20pm

Signed as a true and correct record Cllr Payne Dated 23rd October 2023