



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 23rd October 2023 at 7.00pm In the Parish Office, 2 Killick Way, Williton

Attendees:

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

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

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

Public: None

23/74 The Chairman advised the meeting would be recorded.

23/75 To note Apologies for Absence and approve reason

As noted above and reasons approved.

23/76 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Payne	23/80.1	Personal	Did not vote on personal reimbursement

23/77 Minutes of the last meeting held on Monday 25th September 2023

After a proposal from Cllr White, seconded by Cllr de Burgh-Thomas, it was **resolved** with one abstention, to approve the minutes, after a slight amendment to item 23/59.5.

23/78 Matters from the minutes

23/78.1 (Item 23/59.1) Repair to Goalmouth – Confirmation had been received from Countrywide Grounds Maintenance their quotation would remain the same, therefore, work had been booked for May 2024 - noted

23/79 Correspondence

23/79.1 It was **resolved** to note the correspondence log.

23/80 Finance

23/80.1 It was **resolved** to approve the accounts for payment. (*Cllr Payne abstained regarding his personal reimbursement but voted on the remainder of payments*).
Proposed Cllr Peeks; seconded Cllr Aldridge

23/80.2 It was **resolved** to note the attached Expenditure Analysis as at 30th September 2023.

23/80.3 It was **resolved** to note the Estimated Provisions for September 2023.

23/80.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

23/80.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

23/80.6 It was unanimously **resolved** Cllr Payne would sign the Bank Reconciliation for September 2023.
Proposed Cllr Aldridge, seconded Cllr Peeks

23/80.7 Budget Considerations for Financial Year 2024/2025 – the draft budget was discussed and would be considered again at the November 2023 meeting.

23/81 Health and Safety

A vermin problem around the bins, located at the rear of the pavilion, had been reported – bait stations had been situated. Prices would be obtained for a commercial waste bin, considering possible access problems.

23/82 Report from Officers

23/82.1 Ground Management Officers Report

- Footpath along the river, from Robert Street to Catwell – awaiting responses.
- Robert Street Entrance Gate – The gate post had rotted and had been removed. The gate had been taken away and stored safely. After a discussion it was unanimously **resolved** to budget up to £1,000.00 for replacement posts, using galvanised steel, either round or square posts, which would be dependent on advice and price received.
- Anti-social behaviour – Cllr Hooper suggested that the toilet in the Barn was opened 7am-7pm to stop the current problem of human waste being on the ground. A price for the cleaning would be obtained from Idverde and the Charity Commission would be contacted to enquire whether it was within the Charities remit to provide a public toilet.
- Picnic benches by the Barn – Cllr White advised he had received offers of help to move the benches into the Amenity area and place two benches on the hard standing, which would then be bolted down, so that they could not be moved.
- Overgrown vegetation at the back of the pavilion was discussed. It was resolved to ask the Parish Council to consider adding the cutting back every 6 weeks, between April and October to the maintenance programme. The current contract would be checked and if there was not a cut due, it was unanimously resolved the WWMRG Charity would pay for this to be undertaken, under Health and Safety. Proposed Cllr Hooper, seconded Cllr Peeks.

23/82.2 Building Management Officers Report

- The Barn gutter required clearing of vegetation. DS Gardening and Eljet Exterior would be contacted to a quotation. After a proposal from Cllr White, seconded Cllr Aldridge, it was resolved to accept the cheapest quotation and proceed with the work.

23/82.3 Asset Management Officers Report

- The CCTV would be repaired on Thursday 26th October 2023.

23/82.4 Legal Officers Report – The access licences would be checked in relation to Lilac Cottage.

23/82.5 Events and Fundraising Officers report

The minutes of the meeting held on 11th October 2023 would be circulated. There were no new events to approve. After a proposal from Cllr Aldridge, seconded by Cllr Peeks, it was unanimously **resolved** to request the Parish Council formally appoint two members to the events committee (currently all members were invited to attend). The WWMRG had two members already appointed.

23/83 Information Board

Cllr Howes had advised that high quality aerial images had been provided by Edward Martin. These will be forwarded to the designer along with the final details. It was hoped a final draft would be available for the next meeting.

23/84 Pavilion

23/84.1 Loudspeaker for hall – Cllr Hooper had trialled the system discussed at the previous meeting. Cllr Aldridge advised of an alternative, cheaper option, which it was **resolved** to proceed with. Proposed Cllr Payne, seconded Cllr Hooper, with one against.

23/84.2 Consideration of new Phone and Broadband contract – due to time restraints, it was resolved to defer this item

23/84.3 Hall floor cleaning – due to time restraints, it was resolved to defer this item

23/84.4 It was agreed that holiday cover for cleaning of the pavilion was required, this would be investigated, and prices obtained. Cllrs Hooper and Aldridge were thanked for covering the recent cleaning.

23/84.5 Projector in the main hall had been reported as not working, possibly due to being moved within its casing. A quotation had been received to remove the projector and investigate the problem, which members felt was too expensive. It was resolved to obtain a price for a cherry picker/scaffolding to remove the projector and bring down for checking. A different position was discussed, to give easier access, which would be discussed at a future meeting.

- 23/84.6 A request had been received from a parishioner, for permission to paint the pavilion veranda posts.
- Cllr Hooper proposed specialist paint was investigated, to purchase this paint and material; this was seconded by Cllr Peeks. An amendment was proposed by Cllr Aldridge to supply Hammerite paint and request that the correct preparation was followed, as per the manufacturer's guidelines; this was seconded by Cllr de Burgh-Thomas. A vote was taken on the amendment, to purchase Hammerite paint, follow manufactures guidelines and accept offer to paint; five votes in favour with one abstention. The vote replaced the previous motion as substantive motion. As no further amendment was proposed a vote was taken on the substantive motion to purchase Hammerite paint, follow manufactures guidelines and accept offer to paint, which was passed with five votes in favour and one abstention.
- 23/85 Co-op Local Community Fund**
- The funding window had now finished, and an update of funds raised would be advised shortly. Consideration will be needed on what play equipment would be purchased.
- 23/86 Purchase of third bench and bin for remaining concrete pad**
- No update
- 23/87 Contingency plans in case of overnight camping visitors - due to time restraints, it was resolved to defer this item**
- 23/88 Community Payback Scheme**
- 23/88.1 Removal of arisings from wall was being undertaken.
- 23/89 Matters for the next meeting to be held on Monday 27th November 2023**
- Pavilion Hire Charges
Consideration of third wooden bench, in front of pavilion, under veranda
Brendon Room layout
- 23/90** After a proposal from Cllr Hooper, seconded by Cllr Aldridge, it was unanimously **resolved** to pass a resolution to exclude the press and public from the remainder of the meeting, due to commercial sensitivity
- 23/91 Quotation for work on Horse Chestnut tree by Memorial Shelter and other works highlighted in Tree Survey**
- Quotations were still awaited, so item was deferred

Meeting closed at 9.09 pm

Signed as a true and correct record Cllr Payne Dated 27th November 2023