



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 26th February 2024 at 7.00pm In the Parish Office, 2 Killick Way, Williton

Attendees:

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

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

Councillors: Angell and Denton (Personal reasons)

Public: None

The Chairman advised more information had been received regarding item 23/152 and therefore would no longer be discussed.

23/134 The Chairman advised the meeting would be recorded.

23/135 **To note Apologies for Absence and approve reason**

Approved as above and the reasons given.

23/136 **Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Howes	23/141.1	Personal	Did not vote on personal reimbursement
Cllr Hooper	23/149	Personal	Informed meeting
Cllr Peeks	23/149	Personal	Informed meeting

23/137 **Minutes of the last meeting held on Monday 29th January 2024**

After a proposal from Cllr Aldridge, seconded by Cllr White, it was **resolved** to approve the minutes after a slight amendment to item 23/118.2.

23/138 **Minutes of the Extra Ordinary meeting held on Monday 19th February 2024**

After a proposal from Cllr Hooper, seconded by Cllr Howes, it was **resolved** with one abstention (due to absence), to approve the minutes.

23/139 **Matters from the minutes**

There were none

23/140 **Correspondence**

23/140.1 It was **resolved** to note the correspondence log.

23/140.2 Eljet Exterior Cleaning – New rates for window cleaning due to becoming VAT registered.

Resolution – To accept the new rates.

Proposed by Cllr Howes, seconded by Cllr Aldridge, unanimously **resolved**.

23/141 **Finance**

23/141.1 Approval of the accounts for payment. (Cllr Howes abstained regarding personal reimbursement but voted on the remainder of payments).

Resolution – To agree to the payments.

Proposed by Cllr Peeks, seconded by Cllr Hooper, unanimously **resolved**.

23/141.2 It was **resolved** to note the attached Expenditure Analysis as at 31st January 2024.

23/141.3 It was **resolved** to note the Estimated Provisions for January 2024. The provision for Pavilion Official Opening of £1,161.73 was no longer needed and would therefore be reallocated back into general reserves. Proposed Cllr Peeks, seconded Cllr Hooper and unanimously **resolved**.

23/141.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

23/141.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

23/141.6 Bank Reconciliation for January 2024.

Resolution – To agree for Chairman to sign.

Proposed by Cllr Peeks, seconded by Cllr Aldridge, unanimously **resolved**.

23/142 Health and Safety

23/142.1 It was noted the Clerk had attended webinars on Tree Safety and Martyn's Law

23/142.2 Two bundles of wire had been found near the fence in the Children's play area. It was noted Countrywide Grounds Maintenance had removed them, free of charge.

23/143 Report from Officers

23/143.1 Ground Management Officers Report

- Footpath along the river, from Robert Street to Catwell – It was noted the signs were ready for collection, which Cllr Aldridge volunteered to undertake,
- Erosion of Riverbank – no update.
- Robert Street Entrance Gate – no update on replacement gates. Replacement CCTV recording signs had been printed.
- Picnic Benches by the Barn – The benches had been placed and secured in the agreed positions and were being well used - noted.
- The fence between the Children's Play Area and the Amenity Area had been reported as rotting after vegetation was cleared by the Community Payback scheme. Once ownership was confirmed, it would be addressed at the correct meeting.
- A large amount of matting in the play area still required removal – Cllr Aldridge would look at this.

23/143.2 Building Management Officer Report

- Electric meters in The Barn – awaiting electrician
- Cllr White advised he had looked at the damaged noticeboard on the Barn and informed the meeting he would remove the Perspex as it was deemed dangerous. Options would be prepared for the next meeting, either to repair or replace the board.

23/143.3 Asset Management Officers Report

- It was reported the security lights on the Memorial Shelter kept being moved to point upwards, extra brackets would be fixed to try and stop this from happening.

23/143.4 Legal Officers Report – The access licences required checking, in relation to neighbouring properties, such as Lilac Cottage – no update

23/143.5 Events and Fundraising Officers report

The minutes of the meeting held on 17th January and 15th February 2024 were noted.

A request to hold a "Now and Then" exhibition, with WWMRG raising money through selling refreshments had been received. Cllr Howes explained, the stalls would not be charged, similar to the event held after covid lockdown. Cllr Aldridge proposed to accept the request, which had the backing of the Events committee and would make money for the charity, seconded by Cllr de Burgh-Thomas. Cllr Peeks requested an addition to the proposal, that this was accepted as a one-off as other could request the same in the future. Cllr Aldridge did not accept this amendment to his proposal. Therefore, an Cllr Peeks made a counterproposal to accept but one year only; seconded Cllr Hooper. A vote was taken on the counterproposal, 2 votes in favour, 4 votes against and 2 abstentions. Motion failed.

A vote was taken on the previous proposal, to accept the request and support the events committee, proposed Cllr Aldridge, seconded Cllr de Burgh-Thomas, 7 votes in favour and 2 abstentions. Motion passed.

Purchase of advertising banners. Cllr Howes requested the purchase of advertising banners to be placed on Bellamy's Corner for the Crafty Stash, Williton Village Open Gardens, Yard/Garage Sale at a cost of £36.00 each, totalling £108.00.

Resolution – To purchase the above advertising banners.

Proposed by Cllr Howes, seconded by Cllr Hooper, unanimously **resolved**.

23/144 Information Board – Cllrs Howes and Nye were working on the project together and would hopefully have an update for the next meeting.

23/145 Pavilion

- 23/145.1 Access problems with key fobs were reported. It was agreed to have a working group to look into options, including a different system or individual locks. Cllrs Aldridge, Hooper and White; the Clerk and Memorial Ground & Pavilion Co-ordinator would be on the working group.

Resolution – A budget of £2,000.00 was allocated and for the working group to have authority to move forward. Proposed Cllr Hooper, seconded Cllr Howes and unanimously **resolved**.

- 23/145.2 Hall Floor Cleaning – no update

- 23/145.3 Projector in the main hall – an estimated date of the end of March had been given for the projector to be looked at.

- 23/145.4 Ceiling Leak in Changing Room 1 – no update

- 23/145.5 Brendon Room – It was reported the floor tiles were very dirty and required a professional clean or replacement. It was resolved to obtain quotations to replace the tiles, with lino around the kitchen area and then to put in place a cleaning regime.

- 23/145.6 Repainting of building inside and out – it was noted the inside and outside of the building was looking tired and required attention. Quotations would be sought for the Brendon Room to be professionally painted, before the installation of new floor tiles and around bookings, possibly on a weekend. Other rooms would be repainted as and when funds were available.

Resolution – To obtain quotations for the Brendon Room to be re-painted. Proposed by Cllr Aldridge, seconded by Cllr Howes, **resolved** with one abstention.

Outside of building – the uprights under the veranda would be repainted when the weather improved. The Community Payback scheme would be asked to clean the shutters and fascia. Quotations would be sought for the specialised cleaning of the render. A cleaning regime would be implemented.

- 23/145.7 Vandalised Bollard by Memorial Shelter – resolved to note this had been replaced.

- 23/145.8 Damaged Tables – it was reported two folding 6ft tables had been damaged. It was reported one table could be repaired and one table could not be.

Resolution – To repair one table and dispose of one table. Proposed by Cllr Hooper, seconded by Cllr Howes, unanimously **resolved**.

- 23/145.9 Waste collection – It had been agreed at the previous meeting to enter into the contract for a fortnightly waste collection. When this had been actioned, it was advised there would be an extra £3 per month for a safety certificate and 0.09p per day for hire of the waste bin. This had not been advised previously.

Resolution – To accept the extra charges. Proposed by Cllr de Burgh-Thomas, seconded by Cllr Howes, one vote against and one abstention. **Resolved**.

23/146 Tree Survey works to be undertaken

- 23/146.1 A reply had been received from Somerset Council Tree Officer regarding TPO's and forwarded to members.

Resolution – To proceed with works, in line with what had been advised. Proposed by Cllr Peeks, seconded by Cllr Howes, unanimously **resolved**.

23/147 Co-op Local Community Fund

- 23/147.1 Update from Parish Council Open Days and response from Charity Commission – Some ideas had been received, which would be collated and reported back.

23/148 Contingency plans in case of overnight camping visitors

The Traveller Officer at Somerset Council would be contacted regarding their procedure to remove visitors from land.

23/149 Land Ownership and Way Forward

A copy of a letter from the Charity Commission to Cllr Peeks in 2011 had been forwarded by Cllr Hooper. The Chairman advised a name of solicitor had received from SALC and they would be instructed to investigate the ownership of the land and would be asked to advise on the way forward

23/150 Matters for the next meeting to be held on Monday 25th March 2024

Hire Charges and Feedback received

As advised at the beginning of the meeting, item 23/152 would not be discussed, therefore the Chairman closed the meeting.

Meeting closed at 9.00 pm

Signed as a true and correct record Cllr Payne Dated 25th March 2024