



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Tuesday 28th May 2024 at 7.10pm In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors: Payne (Chairman), Hooper (left at 8.15pm after 24/08.3), Howes (left at 8.51pm during 24/12.6), Nye, Peeks and Whetlor
Other: Mrs Michelle Francis
Public: None
Press: None

Apologies:

Councillors: Aldridge, Angell and de Burgh-Thomas (Personal reasons) Denton (Work Commitments)
Public: None

24/01 The Chairman advised the meeting would be recorded.

24/02 To note Apologies for Absence and approve reason

Approved as above and for the reasons given.
Proposed Cllr Whetlor, seconded Cllr Howes

24/03 Declarations of Interest

There were none

24/04 Appointment of Officers and Working Group Representatives

Appointment	All Councillors Chairman : Payne Vice Chair : Aldridge
Asset Management Officers	Hooper, Payne and Peeks
Budget Monitoring Officers	Aldridge and Hooper
Building Management Officers	Hooper and Peeks
Events & Fundraising Officers	
Ground Management Officers	Hooper and Rutter
IT and Sound System Support	Angell
Legal Officers	Peeks
Press Officer	Clerk and Howes

The Chairman raised concern that no councillor volunteered to stand for the Events and Fundraising Officer, (although noted that Cllrs Howes and Aldridge were representing the Parish Council). If no-one volunteered, then due to current terms of reference, the committee may not be able to continue.

It was resolved to send an email around requesting members to stand and to bring back if no volunteers. Proposed Cllr Whetlor, seconded Cllr Peeks.

24/05 Minutes of the last meeting held on Monday 29th April 2024

After a proposal from Cllr Peeks, seconded by Cllr Howes, it was **resolved** to approve the minutes after a slight amendment, with two abstentions due to absence.

24/06 Matters from the minutes

24/06.1 Dog and Uneven Ground Signs had been installed - noted

24/07 Correspondence

24/07.1 It was **resolved** to note the correspondence log.

24/07.2 Email received from parishioner with views on agenda and previous minutes – comments were noted

24/07.3 Cancellation of regular booking and comments made. Concern was raised regarding the comment where members of the public were accessing the building, whilst not attending an event/class. A sign would be displayed stating access only to people attending specific events. A separate agenda item regarding the access would be included on the June agenda and other users would be asked if they had experienced any problems.

24/07.4 A request had been received from the Village Agent to reduce hire charge of Quantock Room due to funding requested at £8 per hour.

Cllr Peeks proposed to respond advising that as WWMRG are a charity they cannot subsidise and advised approaching other agencies involved in the Talking Café sessions to ask for funding, no seconder, but Cllrs Hooper and Whetlor had expressed support.

An amendment was proposed by Cllr Payne to reply advising WWMRG cannot support the decrease in charges being a charity and to instead suggest they seek general support from other funders; this was seconded by Cllr Howes. 2 votes in favour, 4 against, 1 abstention. Motion failed.

As no further amendment was proposed a vote was taken on the original motion to advise that as WWMRG are a charity they cannot subsidise a reduced rate and advise approaching other agencies involved in the Talking Café sessions to ask for funding. Proposed Cllr Peeks, seconded Cllr Whetlor, 4 votes in favour, 2 against and 1 abstention. Motion passed.

Notice from National Grid of temporary interruption to electricity supply in the Barn, Tuesday 4th June, 10am – 2pm

24/08 Finance

24/08.1 Approval of the accounts for payment.

Resolution – To agree to the payments.
Proposed by Cllr Peeks, seconded by Cllr Howes, unanimously **resolved**.

24/08.2 It was **resolved** to note the attached Expenditure Analysis as at 30th April 2024.

24/08.3 It was **resolved** to note the Estimated Provisions for April 2024. Allocation of reserves would be discussed at the June meeting.

24/08.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

24/08.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

24/08.6 Bank Reconciliation for April 2024.

Resolution – To agree for Chairman to sign.
Proposed by Cllr Hooper, seconded by Cllr Howes, with one abstention

24/08.7 Cllr Hooper requested consideration was given to ask the Parish Council to invoice staff contribution of a monthly basis

Resolution – To request monthly invoices.
Proposed by Cllr Hooper, seconded by Cllr Whetlor, with two abstentions

24/09 Health and Safety

24/09.1 The annual boiler service in the pavilion had been undertaken - noted

24/09.2 Annual Fire Extinguishers service had been undertaken by a new company who had raised concern regarding previous services, including the continued use of foam and no sign of discharge testing. The company suggested reporting to trading standards.

Resolution – To report to trading standards and move to confidential session on future updates
Proposed by Cllr Peeks, seconded by Cllr Whetlor, unanimously **resolved**

24/10 Report from Officers

24/10.1 Ground Management Officers Report

- Erosion of Riverbank – discussed under item 24/17
- Robert Street Entrance Gate – quotations were still being sought.
- Williton Bowling Club – problems with tree seeds effecting bowling green had been reported and discussed. The Somerset Council tree officer would be contacted to ask for a visit to be undertaken and the Bowling Club would be invited to attend.
- Members were reminded the repair to Goalmouth would be undertaken in June
- Concern raised regarding weeds in the drive from Robert Street and weeds in the hedge – the Parish Council would be asked to check the grounds maintenance contract.

- 24/10.2 Building Management Officer Report
- Electric meters in The Barn – an electrician had advised this would need to be undertaken by the supplier
 - Noticeboard to be installed on the Barn – the proforma invoice was agreed for payment under item 24/08.1.
- 24/10.3 Asset Management Officers Report – two colostomy shelves in pavilion ladies' toilets needed replacement. A cost would be sort.
- 24/10.4 Legal Officers Report – awaiting update regarding Lilac Cottage
- 24/10.5 Events and Fundraising Officers report
The minutes of the meeting held on 8th May 2024 were noted. Flags for D-Day would be erected around the village on Friday 31st May at 10am – members were asked for assistance
- 24/11 Information Board** – Information was being gathered on historical cottages around the Ground.
- 24/12 Pavilion**
- 24/12.1 Access Problems - The working group had not yet met, but a date would be set and Coomers would be asked to attend. A key number pad would be considered for access.
- 24/12.2 Hall Floor Cleaning – discussed under item 24/18
- 24/12.3 Projector in the main hall – Contractors had been scheduled for 6th June.
- 24/12.4 Safety Decals for the Pavilion windows had been made by Cllr Howes. Cllrs Nye and Peeks volunteered to remove existing decals and install the replacements
- 24/12.5 The rail under the serving hatch had been removed due to being loose and unsafe – no update regarding remedial work
- 24/12.6 Electric and Gas contract price renewals – members were given current prices from various companies. As prices changed regularly, it was resolved to accept Opus electric and British Gas Lite, with a 10% discretion, but request for a dual supply would be investigated. Proposed Cllr Peeks, seconded Cllr Whetlor
- 24/13 Matters for the next meeting to be held on Monday 24th June 2024**
Allocation of reserves; Splits reported in Pavilion Hall floor
- 24/14** A unanimous resolution was passed to exclude the press and the public from the remainder of the meeting, due to commercial sensitivity. Proposed Cllr Peeks, seconded Cllr Whetlor
- 24/15 Legionella Testing and Risk Assessment**
Responses were still awaited from neighbouring councils that had been approached regarding working collaboratively.
- 24/16 Memorial Bench Application**
An application had been received, requesting a standard bench with arms at each end. The approved scheme stated “The bench nearest the pavilion would be a disabled access seat, with an arm on the left-hand side and an arm offset, a person’s width apart. One end will not have an arm to allow disabled access to the seat”.
- Resolution** – To respond and explain the preferred option, as above, but if the application insisted upon arms at each end, to agree.
Proposed by Cllr Payne, seconded by Cllr Nye, **resolved** with 4 in favour and 1 against.
- 24/17 Erosion of Riverbank**
A price had been received for undertaking the work. Clarification would be sought regarding gaining permission from the EA and the owner of the bridge would be investigated. A notice would be erected of intended work. After a proposal from Cllr Whetlor, seconded by Cllr Rutter, it was unanimously resolved to accept the quotation and obtain permissions for work to be undertaken.
- 24/18 Hall Floor Cleaning** - deferred

Meeting closed at 9.18 pm

Signed as a true and correct record Cllr Payne Dated 24th June 2024