



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 24th June 2024 at 7.00pm In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors: Payne (Chairman), Aldridge, Hooper and Nye

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

Councillors: Angell, de Burgh-Thomas, Howes, Rutter, Peeks and Whetlor (Personal reasons)
Denton (Work Commitments)

Public: None

24/19 The Chairman advised the meeting would be recorded.

24/20 To note Apologies for Absence and approve reason

Approved as above and for the reasons given.

24/21 Declarations of Interest

There were none

24/22 Appointment of Officers and Working Group Representatives

Cllr Angel had confirmed he would remain as the IT and Sound System Support representative.

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 member volunteered, then due to current terms of reference, the committee may not be able to continue.

Resolution – To recommend to Full Council that the Terms of Reference for the Events Sub Committee are amended so only 2 Parish Councillors to be allocated as representatives. Proposed by Cllr Aldridge, seconded by Cllr Nye unanimously **resolved**

24/23 Minutes of the last meeting held on Tuesday 28th May 2024

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

24/24 Matters from the minutes

There were none

24/25 Correspondence

24/25.1 It was **resolved** to note the correspondence log.

24/26 Finance

24/26.1 Approval of the accounts for payment.

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

24/26.2 It was **resolved** to note the attached Expenditure Analysis as at 31st May 2024.

24/26.3 It was **resolved** to note the Estimated Provisions for May 2024.

24/26.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

24/26.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

24/26.6 Bank Reconciliation for May 2024.

Resolution – To agree for Chairman to sign.
Proposed by Cllr Hooper, seconded by Cllr Aldridge unanimously **resolved**

24/27 Health and Safety

24/27.1 The Barn – Alan Manchip Ltd had been asked to mend the broken outside light and install a grid for future protection. Awaiting quotations for the replacement of the broken paving slab on the hard standing. It was noted the Parish Council were organising for the annual ROSPA inspection on the play equipment.

Quotations for the repair to the broken fence between the Play Area and the Amenity land would be obtained.

Resolution – To allocate a budget of £100.00 for the repair.

Proposed by Cllr Payne, seconded by Cllr Aldridge unanimously **resolved**

24/28 Report from Officers

24/28.1 Ground Management Officers Report

1. Trees affecting Williton Bowling Club – The Somerset Council tree officer had visited the site and had advised the birch in the far corner was looking thin and beginning to decline. This trees removal and replacement would be considered at the next meeting.

The other birch was reported as being in reasonably good condition, but its growth was biased towards the east and bowling green. It was suggested to apply to prune the lateral growth on the east side of this tree by up to about 2.5 metres branch length, in accordance with BS3998.

Resolution – To contact a tree surgeon and request they apply for permission to prune 2.5m, as recommended. Reply to the Bowling Club advising the decision and to request a meeting to discuss potential replacement tree in the future.

Proposed by Cllr Payne, seconded by Cllr Nye unanimously **resolved**

2. Members were reminded the repair to Goalmouth would be undertaken in June

24/28.2 Building Management Officer Report

- Noticeboard to be installed on the Barn – a replacement cheque would be issued due at the request of the company.
- It was reported posters had been pasted to the pavilion noticeboards. The organisation would be contacted and advised of damage caused.
- EPC would be contacted regarding the overgrown weeds outside the back of the pavilion.
- Cllr Aldridge advised he had cut back the overgrown vegetation around the pavilion signs.

24/28.3 Asset Management Officers Report

- The goalpost had broken and since fixed by Williton Rocket representatives.

24/28.4 Legal Officers Report – awaiting update regarding Lilac Cottage

24/28.5 Events and Fundraising Officers report

The minutes of the meeting held on 12th June 2024 would be forwarded and noted at the July meeting.

24/29 Information Board

Information was being gathered on historical cottages around the Ground – no further update

24/30 Pavilion

24/30.1 Access Problems - The working group (Cllrs Aldridge and Hooper) had not yet met, but a date would be set. Cllr Howes would be asked to join the working group. The Clerk and Memorial Ground and Pavilion Co-Ordinator would also attend. A key number pad would be considered for access.

Once a plan had been formulated, a meeting would be held with Coombers.

24/30.2 Projector in the main hall – The contractors had attended on the 6th June – it was reported there were problems with the electrics, not the projector. Currently, an extension lead had been installed temporarily. Alan Manchip Ltd had been asked to attend and repair.

24/30.3 Safety Decals for the Pavilion windows – no update but would be undertaken by Cllrs Nye and Peeks.

- 24/30.4 The rail under the serving hatch had been removed due to being loose and unsafe – no update regarding remedial work, but Cllr Aldridge advised he was still happy to carry out the work.
- 24/30.5 It had been reported the Dishwasher was not working – as no service contract was in place, an engineer would call, when in the area but no date could be given.
- 24/31 Matters for the next meeting to be held on Monday 22nd July 2024**
Splits in Pavilion Hall floor
- 24/32** A unanimous resolution was passed to exclude the press and the public from the remainder of the meeting, due to commercial sensitivity. Proposed Cllr Hooper, seconded Cllr Nye
- 24/33 Legionella Testing and Risk Assessment**
No responses had been received from neighbouring councils and Somerset Council, who had been approached regarding working collaboratively. Deferred until the July meeting.
- 24/34 Memorial Bench Application**
Awaiting a response from the applicant
- 24/35 Erosion of Riverbank**
It was confirmed that the bridge was not owned by Catwell Cottage
- 24/36 Hall Floor Cleaning**
Deferred – awaiting a response from HBC regarding damage to floor
- 24/37 Painting Quotations**
A discussion took place whether the Justice service could be requested to undertake the painting, it was agreed due to time frames, this would not be viable.

Two quotations had been received to date; the third quotation would be chased.
- 24/38 Robert Street Entrance gate post installation**
Only one quotation had been submitted.
Resolution – To accept the quotation.
Proposed by Cllr Hooper, seconded by Cllr Nye unanimously **resolved**

Meeting closed at 8.22 pm

Signed as a true and correct record Cllr Payne Dated ... 22nd July 2024