



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

c/o Williton Parish Council, 2 Killick Way, Williton, Somerset TA4 4PY

Tel & Fax: 01984 633979 Email: clerk@willitonpc.org.uk

Dear Trustee

22nd October 2024

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 28th October 2024 at 7pm, in The Parish Office, 2 Killick Way, Williton**, for the purpose of transacting the following business.

Yours sincerely

M L Francis

Michelle Francis
Clerk to the Trustee

A G E N D A

- 24/83 To advise the recording of the meeting – Chairman**
- 24/84 To note apologies for absence and approve reason, where appropriate**
- 24/85 To Receive any Declarations of Interest**
- 24/86 Minutes of the last meeting held on Monday 23rd September 2024 for approval (attached)**
- 24/87 Matters from the minutes – for report purpose only**
- 24/88 Correspondence**
- 24/88.1 To note the correspondence log (attached)
- 24/89 Finance**
- 24/89.1 Approval of accounts for payment (to be given at the meeting)
- 24/89.2 Expenditure and Income Analysis as of 30th September 2024 (attached - sheet 1)
- 24/89.3 Estimated Provisions for September 2024 (attached - sheet 2)
- 24/89.4 WWMRG Charity fundraising income and expenditure analysis (attached - sheet 3)
- 24/89.5 Pavilion running costs against income from bookings analysis (attached - sheet 4)
- 24/89.6 Bank Reconciliation for September 2024 (to agree for the Chairman to sign)
- 24/89.7 Budget Considerations for Financial Year 2025/2026 (attached)
- 24/89.8 Donations (Cllr Rutter)
- 24/90 Health and Safety**
- 24/90.1 Tree Risk Assessment
- 24/91 Report from Officers**
- Ground Management Officers Report
- 24/91.1
- Effect from Birch trees on Williton Bowling Club - update regarding application
 - Erosion of Riverbank – update
 - Report of dog mess waste being thrown over wall of neighbouring property
- Building Management Officers Report
- 24/91.2
- Clearing of pavilion veranda and gutters and Barn gutters – undertaken by volunteers 8th October 2024 who advised professional gutter clearing no longer required
- 24/91.3 Asset Management Officers Report
- (Item 23/188.2) Sale of Hedgehog Gutter Guards – to consider monetary offer received
- 24/91.4 Legal Officers Report
- 24/91.5 Events and Fundraising Officers report – To note minutes of meeting held on 9th October 2024 (attached)
- 24/91.6 Trustee Organised Valentine Dinner Dance – request from Cllrs to change of date from 15th February to 14th February - to consider cancelling existing booking and confirm which Cllrs would run the event
- 24/92 Information Board Layout – update**
- 24/93 Memorial Bench - update**

- 24/94 Wall of Remembrance (Cllr Howes)**
- 24/95 Pavilion**
- 24/95.1 Access Problems with entry key fobs – update from working group
- 24/95.2 Rail under serving hatch – update on remedial repairs (Cllr Aldridge)
- 24/95.3 Hall Floor Cleaning – awaiting update from HBC regarding damaged floor
- 24/95.4 Parking Signs – to arrange installation
- 24/95.5 Pavilion Clock – deferred previously, but to reconsider due to new information
- 24/95.6 Broken handle on the right-hand side back gate - update
- 24/95.7 Gap in render by main entrance lock and unlock - update
- 24/95.8 Wi-Fi access
- 24/96 Dogs on Memorial Ground and Insurance**
- 24/97 Public Space Order**
- 24/98 Matters for the next meeting to be held on Monday 25th November 2024**