



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

19th February 2025

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 24th February 2025 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

- 24/144 To advise the recording of the meeting – Chairman**
- 24/145 To note apologies for absence and approve reason, where appropriate**
- 24/146 To Receive any Declarations of Interest**
- 24/147 Minutes of the last meeting held on Monday 27th January 2025 for approval** (attached)
- 24/148 Minutes of the Extra Ordinary meeting held on Monday 3rd February 2025 for approval** (attached)
- 24/149 Matters from the minutes – for report purpose only**
- 24/149.1 (Item 24/125.1) Tea Dance held on 11th January 2025 – to note the additional £12.00 had been refunded, therefore, confirmation final total raised £310.19
- 24/149.2 National Let's Dance Campaign – the Parish Council had agreed to the request to fund the hire of the Pavilion for 2 hours for this event - noted
- 24/150 Correspondence**
- 24/150.1 To note the correspondence log for January 2025 (attached)
- 24/151 Finance**
- 24/151.1 Approval of accounts for payment (to be given at the meeting)
- 24/151.2 Expenditure and Income Analysis as of 31st January 2025 (attached - sheet 1)
- 24/151.3 Estimated Provisions for January 2025 (attached - sheet 2)
- 24/151.4 WWMRG Charity fundraising income and expenditure analysis (attached - sheet 3)
- 24/151.5 Pavilion running costs against income from bookings analysis (attached - sheet 4)
- 24/151.6 Bank Reconciliation for January 2025 (to agree for Councillor to sign)
- 24/152 Hire Charges for Pavilion 2025-2026 – to consider** (attached)
- 24/153 Hire Charges for The Barn Kitchenette and Main Ground 2025-2026 – to consider** (attached)
- 24/154 Health and Safety**
- 24/154.1 Tree Risk Assessment – to be discussed under 24/162
- 24/154.2 Fallen tree in Memorial Ground – update (to be further considered under 24/155.1)
- 24/155 Report from Officers**
- Ground Management Officers Report
- 24/155.1
- TPO application for pruning Birch tree - update
 - Erosion of Riverbank – update (attached)
 - Request for ivy to be removed from wall and encroaching onto their property – update
 - Boundary Ownership (Cllr Aldridge)
- Building Management Officers Report
- 24/155.2
- Cleaning of pavilion veranda – roof and walls - update
 - Damage to render on side wall of The Barn - update
- 24/155.3 Asset Management Officers Report

- 24/155.4 Legal Officers Report
- 24/155.5 Events and Fundraising Officers report – To note minutes of meeting held on 12th February 2025 and agree events for WWMRG Charity (attached)
- 24/155.6 Charity Valentine Dinner Dance – report on event
- 24/156 Information Board Layout** – It had been previously resolved to only include information on the ground only, not the adjoining properties – to confirm what information should be included - update
- 24/157 Memorial Bench** – update
- 24/158 Pavilion**
- 24/158.1 Access Problems with entry key fobs – update from working group who had met Coomers Security (report from Cllr Aldridge to be forwarded)
- 24/158.2 Rail under serving hatch – update on remedial repairs (Cllr Aldridge)
- 24/158.3 Hall Floor Cleaning – awaiting update from HBC regarding damaged floor
- 24/158.4 Various Signs – to confirm exact positioning and installation
- 24/158.5 Pavilion Clock – to consider revised options and costs
- 24/158.6 Consideration of putting the Pavilion and the Barn on the same electric meter (Cllr Aldridge)
- 24/158.7 Report from Hirer that rooms were not clean due to previous hire – to consider retaining deposit
- 24/159 Dogs on Memorial Ground and Insurance** (update on any potential liability - Cllr Schmieder)
- 24/160 Public Space Order**
- 24/161 To pass a resolution to exclude the press and public for the following item, due to commercial sensitivity**
- 24/162 To consider Tree Risk Assessment quotations**
- 24/163 Holiday/Sickness Cover and Extra Cleaning Duties at Pavilion** (Cllr Hooper)
- 24/164 To invite members of the press and public to re-enter the meeting**
- 24/165 Matters for the next meeting to be held on Monday 24th March 2025**
Donations (Cllr Rutter)