



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 24th February 2025 at 7.00pm In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors: Payne (Chairman), Aldridge, Denton, Hooper and Whetlor

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

Councillors: Angell, Peeks and Schmieder (personal reasons)

Public: None

24/144 The Chairman advised the meeting would be recorded

24/145 To note Apologies for Absence and approve reason

Approved as above and for the reasons given.

24/146 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Hooper	24/151.1	Personal	Did not vote on personal reimbursement

24/147 Minutes of the last meeting held on Monday 27th January 2025

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

24/148 Minutes of the Extra Ordinary meeting held on Monday 3rd February 2025

After a proposal from Cllr Aldridge, seconded by Cllr Hooper, it was unanimously **resolved** to approve the minutes

24/149 Matters from the minutes

24/149.1 (Item 24/125.1) Tea Dance held on 11th January 2025 – it was noted the additional £12.00 had been refunded, therefore, confirmation the final total raised was £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 It was **resolved** to note the correspondence log for January 2025

Notification of new waste regulations had been received from Biffa; the clerk had registered to attend a webinar on the 10th March 2025 and would update members at the next meeting

24/151 Finance

24/151.1 Approval of the accounts for payment. Cllr Hooper abstained from personal reimbursement

- **Resolution** – To agree to the payments
Proposed by Cllr Whetlor, seconded by Cllr Denton, **resolved**.

24/151.2 It was **resolved** to note the attached Expenditure Analysis as at 31st January 2025

24/151.3 It was **resolved** to note the Estimated Provisions for January 2025

24/151.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

24/151.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

24/151.6 Bank Reconciliation for January 2025.

- **Resolution** – Agreed Cllr Whetlor would sign.
Proposed by Cllr Aldridge, seconded by Cllr Hooper, unanimously **resolved**

24/152 Hire Charges for Pavilion 2025-2026

A discussion took place regarding the charges and whether there should be any increase.

Cllr Hooper proposed an increase of 3.5%, in line with inflation, rounded to the nearest 50p, removal the 15 minutes at the beginning of the booking, but to keep the 15 minutes at the end of the booking. There was no seconder for this proposal.

Cllr Aldridge proposed an increase of 3.5%, in line with inflation, rounded to the nearest 50p, keeping the 15 minutes free either side of the booking, but to look at impact of the changes to the 15 minutes last year, seconded by Cllr Whetlor and resolved with 3 votes in favour, 2 against

24/153 Hire Charges for The Barn Kitchenette and Main Ground 2025-2026

Cllr Hooper proposed an increase of 3.5%, in line with inflation, rounded to the nearest 50p, seconded by Cllr Whetlor and resolved with 4 in favour and 1 against

24/154 Health and Safety

24/154.1 Tree Risk Assessment – discussed under item 24/162

24/154.2 Fallen Tree in Memorial Ground – the work to clear the tree would be undertaken 25th February 2025

24/155 Report from Officers

24/155.1 Ground Management Officers Report

- Trees affecting Williton Bowling Club – a response was awaited regarding the submitted TPO planning application
- Erosion of Riverbank – There were two issues – the first being the erosion to the bank by the Catwell bridge - no update but the contractor was being chased. The second was the bank by the fallen tree - Cllr Peeks had made unofficial enquiries and had forwarded a report. It was noted the work would require expert advice and management, therefore after a discussion, it was resolved to contact appropriate authorities, for example, Environment Agency, Rivers Authority, Somerset Council to ask for a list of contractors, then ask for advice and tenders to be submitted. Proposed Cllr Denton, seconded Cllr Whetlor and unanimously resolved
- Ivy on wall - It was advised the neighbouring property had cut a dangling sheet of ivy off the wall but still required cutting at the base and removal. After a proposal from Cllr Denton, seconded by Cllr Whetlor, it was resolved, with one abstention, to set a budget of £500.00 to cut vegetation along the whole boundary wall, including ivy and allow natural die back and removal of the sheet of ivy that had already been pulled back from the wall, on the Memorial Ground side.
- Boundary ownership – the land ownership was still being looked into, it was suggested English Heritage may have solicitors who may be able to assist, SALC would also be contacted again.

24/155.2 Building Management Officer Report

Cleaning of pavilion veranda – no update

Damage to the render at the Barn, Cllr Peeks had previously confirmed paint was in the Barn. No update regarding when re-painting would be undertaken or by whom

24/155.3 Asset Management Officers Report - No report

24/155.4 Legal Officers Report – No report

24/155.5 Events and Fundraising Officers report

The minutes of the meeting held on 12th February 2025 were noted and events agreed.

The Film Club on 22nd March required assistance with the projector and refreshments – Cllr Hooper volunteered to help with refreshments. Cllr Aldridge would confirm if he was available to help with the projector. It was noted there had been no volunteer to be Chairman of the events committee, therefore, the meetings would be chaired on a meeting-by-meeting basis.

24/155.6 Charity Valentine Dinner Dance – It was noted the event had been hard work, but had made a slight profit on paper, not considering office time. It was appreciated that it had been hard work and a lot of worry, however, various concerns were raised, which included, the amount of time undertaken from the office; Cash Handling Protocol had not been followed; Cllrs bought more alcohol without authorisation; gaming regulations not followed – raffle tickets should have been printed with a promoter and prizes, to be sold before event.

Perhaps consideration should be given to run this type of event on the same basis as Bingo and the Tea Dance, where the money raised was handed to the office.

Cllr Aldridge acknowledged the office had supported all they could, but was disappointed on lack of support from others, also noting the selling of raffle tickets regulations, to which he had not been aware.

- 24/156 Information Board** – consideration was given to the information that should be included on the information board. After a proposal from Cllr Denton, seconded Cllr Whetlor, it was unanimously **resolved** to keep to the original decision, only to include information regarding the ground and not the surrounding properties. The original design would be presented to the next meeting
- 24/157 Memorial Bench** – The company had confirmed they would supply correct fixings
- 24/158 Pavilion**
- 24/158.1 Access Problems – Cllr Aldridge would forward a copy of the report given to some members at the previous meeting. Coomers would be contacted again to request a quotation for what Cllrs Aldridge and Hooper had discussed at their site meeting.
- 24/158.2 Rail under serving hatch - no update - Cllr Aldridge had advised at a previous meeting, he was still happy to undertake the remedial work after the removal of the rail under the serving hatch. The holes had been filled, which require rubbing down and re-painting.
- 24/158.3 Hall Floor Cleaning – no update, reported there may possibly be another area of damage – Cllr Hooper would submit photographs.
- 24/158.4 Various Signs – Confirmation of exact positioning of the parking signs and pick up after dog's signs had been requested – Cllrs Payne would produce a map and discuss with Cllrs Aldridge and Hooper.
- 24/158.5 Pavilion Clock – costs would be sought for an electrician and ariel platform
- 24/158.6 Consideration of putting the Pavilion and the Barn on the same electric meter was given, but deemed not possible, due to the implications of digging up the field.
- 24/158.7 A report had been received from a Hirer that rooms had not been left clean by a previous hirer and that they had to clean before their event could commence. It was **resolved** to withhold the deposit from the hire that had not left the rooms clean and tidy. It was further resolved as way of apology, to offer the kitchen for one free hour on their next upcoming booking. Proposed Cllr Payne, seconded Cllr Whetlor and unanimously resolved
- 24/159 Dogs on Memorial Ground and Insurance -**
Due to the absence of Cllr Schmieder, it was resolved to defer this item
- 24/160 Public Space Order**
Official notification was awaited from Somerset Council regarding the amendments that had been requested
- 24/161 A resolution was passed to exclude the press and public from the remainder of the meeting, due to commercial sensitivity** Proposed Cllr Hooper, seconded Cllr Aldridge
- 24/162 Tree Risk Assessment quotations**
Only two quotations had been received to date, it was resolved to hold an extra ordinary meeting before Full Council whether a third quotation was received or not
- 24/163 Holiday/Sickness cover and Extra Cleaning Duties at Pavilion**
One company had submitted a price, which was accepted on an ad hoc basis to cover internal cleaning cover for sickness/holiday, to be reviewed in 12 months. Proposed Cllr Payne, seconded Cllr Denton, unanimously resolved.

Further consideration was given regarding the cleaning of the outside of the Pavilion, from the back gate, around the front veranda and along the side to the other gate. It was **resolved** to obtain a quotation to undertake the cleaning on a monthly basis.
- 24/164 Members of the press and public were invited to re-enter the meeting** – none did
- 24/165 Matters for the next meeting to be held on Monday 24th March 2025**
Donations (Cllr Rutter)
Football Activities – goalpost replacement and kick wall

Meeting closed at 8.41 pm

Signed as a true and correct record ... Cllr Payne Dated 24th March 2025