



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

17th September 2025

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 22nd September 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

- 25/45 To advise whether the meeting will be recorded – Chairman**
- 25/46 To note apologies for absence and approve reason, where appropriate**
- 25/47 To Receive any Declarations of Interest**
- 25/48 Minutes of the last meeting held on Tuesday 28th July 2025 for approval (attached)**
- 25/49 Matters from the minutes – for report purpose only**
- 25/49.1 (Item 25/37.3) Finger door guards had been received
- 25/49.2 (Item 25/38.4) Incident number had requested from the police regarding public report of E-scooters and was awaited
- 25/49.3 (Item 25/41.1) Williton Surgery had been asked to cut the height of the hedge at the back of the pavilion and to remove dead elms
- 25/49.4 (Item 25.41.1) Probation Service – had agreed to cut ivy vegetation around perimeter of Memorial Ground and paint the graffiti on the barn
- 25/49.5 (Item 25/43.6) – hooks had been installed on the back of pavilion toilet doors
- 25/50 Correspondence**
- 25/50.1 To note the correspondence log (attached)
- 25/50.2 Email requesting that the bench is replaced under the veranda (attached)
- 25/50.3 Email complaining about dog mess and dogs not on leads in Memorial Ground – (attached)
- 25/50.4 Complaint made to Cllr Aldridge regarding dog not on lead and intimidating behaviour
- 25/50.5 Request from Parishioner to drive over Memorial Ground to enable a log delivery to back of property on Long Street
- 25/51 Finance**
- 25/51.1 Approval of accounts for payment (to be given at the meeting)
- 25/51.2 Expenditure and Income Analysis as of 31st July and 31st August 2025 (attached - sheet 1)
- 25/51.3 Estimated Provisions for July and August 2025 (attached - sheet 2)
- 25/51.4 WWMRG Charity fundraising income and expenditure analysis (attached - sheet 3)
- 25/51.5 Pavilion running costs against income from bookings analysis (attached - sheet 4)
- 25/51.6 Bank Reconciliation for July and August 2025 (to agree for Councillor to sign)
- 25/51.7 Phone and broadband for Pavilion – to consider prices for new contract
- 25/51.8 Electricity supply in the Barn - to consider prices for new contract
- 25/52 Health and Safety**
- 25/52.1 Tree Risk Assessment – to receive update on Copper Beech
- 25/52.2 Increased reports of broken glass over several areas of Memorial Ground
- 25/53 Report from Officers**
- Ground Management Officers Report
- 25/53.1
- Erosion of riverbank – update from C Lynch & Sons advising they are awaiting a response from the Environment Agency, despite several requests – no further update
 - Main Pavilion Entrance sign – to consider replacement
 - Manhole cover outside pavilion on grass
 - Vandalised light bollards – to consider repair cost or alternative lighting



LOTTERY FUNDED

- 25/53.2 Building Management Officers Report –
- Graffiti reported on The Barn – update – Probation service agreed to paint, materials to be purchased
 - Lift maintenance undertaken 5th September 2025 – no issues – to note
- 25/53.3 Asset Management Officers Report
- To consider replacement part for damaged bench currently located in the Amenity Area (attached)
 - Barn Noticeboard – broken Perspex – to consider replacement
- 25/53.4 Legal Officers Report
- 25/53.5 Events and Fundraising Officers report – To note minutes of meeting held on 13th August 2025 11th September 2025 – to agree events for WWMRG Charity (attached)
- 25/54 Information Board Layout** – layout previously agreed, update on dates – Cllr Peeks is obtaining dates
- 25/55 To consider applying for grants to replace goalmouths**
- 25/56 To pass a resolution to remove members of the press and public from the remainder of the meeting, due to commercial sensitivity**
- 25/57 To consider quotations of required work on trees, following Tree Risk Assessment**
- 25/58 To consider quotations for painting internal pavilion**
- 25/59 Matters for the next meeting to be held on Monday 27th October 2025**
Pavilion matters