



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 2025

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 27th October 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

- 25/60 To advise whether the meeting will be recorded – Chairman**
- 25/61 To note apologies for absence and approve reason, where appropriate**
- 25/62 To Receive any Declarations of Interest**
- 25/63 Minutes of the last meeting held on Monday 22nd September 2025 for approval (attached)**
- 25/64 Matters from the minutes – for report purpose only**
- 25/64.1 (Item 25/53.1) Williton Surgery had attended a site meeting and had agreed to prune the hedge along the back of the pavilion, remove dead elms and prune the silver birch, along the pavilion entrance – to note
- 25/64.2 (Item 25/53.3) The damaged bench had been removed from the Amenity Area
- 25/64.3 (Item 25/53.4) Cllr Payne had repaired the noticeboard on The Barn
- 25/64.4 (Item 25/57) Tree works on Memorial Ground – contractor was in contact with Somerset Council regarding necessary TPO permissions
- 25/65 Correspondence**
- 25/65.1 To note the correspondence log (attached)
- 25/65.2 Damaged light bollards – police unable to take prosecution further
- 25/66 Finance**
- 25/66.1 Approval of accounts for payment (to be given at the meeting)
- 25/66.2 Expenditure and Income Analysis as of 30th September 2025 (attached - sheet 1)
- 25/66.3 Estimated Provisions for September 2025 (attached - sheet 2)
- 25/66.4 WWMRG Charity fundraising income and expenditure analysis (attached - sheet 3)
- 25/66.5 Pavilion running costs against income from bookings analysis (attached - sheet 4)
- 25/66.6 Bank Reconciliation for September 2025 (to agree for Councillor to sign)
- 25/66.7 Budget Considerations 2026-2027
- 25/66.8 Phone and broadband for Pavilion – update regarding removal of landline
- 25/67 Health and Safety**
- 25/67.1 (Item 25/52.3) Pavilion Kitchen Hand Wash Basin – proposed change to mixer tap for a regulated temperature - update
- 25/68 Report from Officers**
- Ground Management Officers Report
- 25/68.1
 - Main Pavilion Entrance sign – update on stability
 - Vandalised light bollards – update on cost to remove bollards and cap at ground level
 - Cost to split supply between car park lights and outside lights at the changing room end – to consider
- 25/68.2 Building Management Officers Report –
 - Blue Hooped door stays – price to secure – to consider - update
- 25/68.3 Asset Management Officers Report
- 25/68.4 Legal Officers Report
- 25/68.5 Events and Fundraising Officers report – To note minutes of meeting held on 9th October 2025 – to agree events for WWMRG Charity (attached)

- 25/69 Information Board Layout** – layout previously agreed, update on dates – Cllr Peeks is obtaining dates
- 25/70 Policy to drive over Memorial Ground to access rear of properties** – to consider
- 25/71 Pavilion**
- 25/71.1 Projector – to consider repair / replacement
- 25/71.2 Formation of a Management Committee to run the pavilion
- 25/71.3 Keyholders for Pavilion – an extra volunteer to attend pavilion out of hours (evenings and weekends)
- 25/71.4 Terms for return of deposits for Pavilion bookings
- 25/72 To consider applying for grants to replace goalmouths**
- 25/73 To pass a resolution to remove members of the press and public from the remainder of the meeting, due to commercial sensitivity**
- 25/74 To consider quotations for painting internal pavilion**
- 25/75 Matters for the next meeting to be held on Monday 24th November 2025**