



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 28th July 2025 at 7.10pm In the Parish Office, 2 Killick Way, Williton

Attendees:

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

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

Councillors: Aldridge, Nye, Rutter and Schmieder

Public: None

25/33 The Chairman advised the meeting would be recorded

25/34 To note Apologies for Absence and approve reason

Unanimously approved as above and for the reasons given.

Proposed Cllr Whetlor, seconded Cllr Hooper

25/35 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Peeks	25/38.4 and 25/43.1	Other non-pecuniary	Advised meeting

25/36 Minutes of the last meeting held on Tuesday 23rd June 2025

After a proposal from Cllr Whetlor, seconded by Cllr Payne, it was **resolved** to approve the minutes, three abstentions due to absence, with a slight grammatical alteration to 25/31

25/37 Matters from the minutes - There were none

25/37.1 (Item 25/24.2) Finger Door Guards – a proforma invoice had been received, for approval under item 25/39.1 – Cllr Payne had agreed to install the guards once received

25/37.2 (Item 25/29.6) The Pavilion Veranda had been cleaned – noted

25/37.3 (Item 25/27) Public toilet at the Barn – a reply had been received from Williton Parish Council confirming they were looking into costings - noted

25/38 Correspondence

25/38.1 It was **resolved** to note the correspondence log

25/38.2 Email received from parishioner regarding Pavilion projector location – discussed under item 25/43.7)

25/38.3 A request had been received from a hirer to have access to Pavilion kitchen, during heatwaves, for easier access to water, which was discussed

- **Resolution** – In the event of a heatwave in the local area, as officially advised by the Met Office, users with physical activity will be permitted access to the kitchen facilities for the sole purpose of accessing drinking water.
Proposed by Cllr Denton, seconded by Cllr Whetlor, **resolved** with two votes against

The Chairman requested the remainder of the meeting was continued in a professional manner

25/38.4 A report had been received of E-scooters being used on the Memorial Ground, which had also been reported to the police

- **Resolution** – To request the police incident number for records and display the Bye Laws in the Barn noticeboard once laminated

25/39 Finance

25/39.1 Approval of the accounts for payment. Proposed by Cllr Denton, seconded by Cllr Peeks, one abstention

25/39.2 It was **resolved** to note the attached Expenditure Analysis as at 30th June 2025

25/39.3 It was **resolved** to note the Estimated Provisions for June 2025

- 25/39.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.
- 25/39.5 It was **resolved** to note the Pavilion running costs against hire income analysis.
- 25/39.6 Bank Reconciliation for June 2025.

- **Resolution** – Agreed Cllr Whetlor would sign the reconciliation.
Proposed by Cllr Payne, seconded by Cllr Peeks, unanimously **resolved**

25/40 Health and Safety

- 25/40.1 Tree Risk Assessment – quotations were awaited. This would include the removal of the False Acacia tree in the play area

25/41 Report from Officers

25/41.1 Ground Management Officers Report

- Erosion of riverbank – update from C J Lynch & Sons advising they are awaiting a response from the Environment Agency, despite several requests
- The side of the hedge at the back of the pavilion had been scheduled to be cut earlier in the day. It was resolved to write to Williton Surgery to request the height of the hedge be lowered and for the dead Elm trees to be removed, photographs to be included
- The Probation service had previously agreed to cut the base of the ivy vegetation growing around the perimeter wall, to protect the stonework – this would be followed up

25/41.2 Building Management Officer Report - A report had been received of graffiti on the Barn.

- **Resolution** – The probation service would be asked if they could paint over the graffiti, using paint already in the Barn, or with a tin of paint being purchased if necessary
Proposed by Cllr Hooper, seconded by Cllr Peeks, unanimously **resolved**

25/41.3 Asset Management Officers Report

- A picnic bench in the Amenity Area had been damaged. Glasdon would be contacted to enquire if a replacement part could be purchased. In the meantime, Cllr Peeks agreed to tape off the picnic bench and photographs would be forwarded to the office.

25/41.4 Legal Officers Report – outstanding

25/41.5 Events and Fundraising Officers report

The minutes of the meeting held on 2nd July 2025 were noted

The Fete had been successful. The Wimbledon finals had not been shown, due to no tickets being sold

25/42 Information Board – no update. Cllr Peeks would check the dates and details on the draft layout. It was suggested a QR code added with a link to the latest map

25/43 Pavilion

- 25/43.1 Water Supply – no update. A parishioner who had produced a report, had offered their assistance, it was agreed their details could be passed onto the contractor.

- 25/43.2 Solar Panels – no update

- 25/43.3 Pavilion Clock – no update

- 25/43.4 Formation of a Management Committee – no update

- 25/43.5 Main Hall Projector – options and advice were being investigated

- 25/43.6 Consideration was given on installing hooks onto the back of toilet doors.

- **Resolution** – To install one hook on the back of any toilet door where necessary to improve convenience for users
Proposed by Cllr Whetlor, seconded by Cllr Hooper, unanimously **resolved**

- 25/43.7 Deep clean in Pavilion kitchen – quotations would be sought for work to be undertaken over the summer

- **Resolution** – To undertake a deep clean, to a maximum budget of £1,200 inc. vat
Proposed by Cllr Denton, seconded by Cllr Whetlor, unanimously **resolved**

25/44 Matters for the next meeting to be held on Monday 22nd September 2025

Consider applying for a grant to replace goalmouths – potentially through Well Being fund / Sports for All

Meeting closed at 8.10 pm

Signed as a true and correct record Cllr Payne Dated ... 22nd September 2025