



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

13th November 2025

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

- 25/76 To advise whether the meeting will be recorded – Chairman**
- 25/77 To note apologies for absence and approve reason, where appropriate**
- 25/78 To Receive any Declarations of Interest**
- 25/79 Minutes of the last meeting held on Monday 27th October 2025 for approval (attached)**
- 25/80 Matters from the minutes – for report purpose only**
- 25/80.1 (Item 25/57) Tree works on Memorial Ground – contractor had submitted necessary planning application – to note
- 25/80.2 The Barn Kitchen Window - update
- 25/80.3 (Item 25/74) The Pavilion would be decorated commencing January 2026
- 25/81 Correspondence**
- 25/81.1 To note the correspondence log (attached)
- 25/81.2 (Item 25/50.4) Reply from Somerset Council regarding Public Space Order on Memorial Ground (attached)
- 25/81.3 Lloyds Bank – Terms and Conditions changing
- 25/82 Finance**
- 25/82.1 Approval of accounts for payment (to be given at the meeting)
- 25/82.2 Expenditure and Income Analysis as of 31st October 2025 (attached - sheet 1)
- 25/82.3 Estimated Provisions for October 2025 (attached - sheet 2)
- 25/82.4 WWMRG Charity fundraising income and expenditure analysis (attached - sheet 3)
- 25/82.5 Pavilion running costs against income from bookings analysis (attached - sheet 4)
- 25/82.6 Bank Reconciliation for October 2025 (to agree for Councillor to sign)
- 25/82.7 Budget Considerations 2026-2027
- 25/82.8 Phone and broadband for Pavilion – prices for broadband only, or broadband and landline - contract consideration (attached)
- 25/82.9 Accounts for submission 2024/2025 (attached)
- 25/82.10 To consider requesting a subsidy from Williton Parish Council
- 25/83 Health and Safety**
- 25/83.1 (Item 25/67.1) Pavilion Kitchen Hand Wash Basin – proposed change to mixer tap for a regulated temperature - update
- 25/84 Report from Officers**
- Ground Management Officers Report
- 25/84.1
- Vandalised light bollards – to consider 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 cost
 - Removal of Old Man's Beard by Pavilion changing rooms
- Building Management Officers Report –
- 25/84.2
- Blue Hooped door stays – to consider cost
 - PAT test had been booked for items in the Pavilion and Barn
- 25/84.3 Asset Management Officers Report
- 25/84.4 Legal Officers Report

- 25/84.5 Events and Fundraising Officers report – To note minutes of meeting held on 13th November 2025 – to agree events for WWMRG Charity (To be forwarded)
- 25/85 Information Board Layout** – layout previously agreed, update on dates – Cllr Peeks is obtaining dates
- 25/86 Policy to drive over Memorial Ground to access rear of properties** – to consider (attached)
- 25/87 Pavilion**
- 25/87.1 TV license – to consider whether to continue with purchasing a license for hirers (attached)
- 25/87.2 Reports of children entering building to use toilets, during bookings
- 25/87.3 Report of lights left on overnight - To consider inclusion into terms and conditions of hire that this would affect the deposit refund and to agree what that would entail
- 25/87.4 Projector - update
- 25/88 To pass a resolution to remove members of the press and public from the remainder of the meeting, due to commercial sensitivity**
- 25/89 New hourly cleaning charges** – to consider
- 25/90 Matters for the next meeting to be held on Monday 26th January 2026**