



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 22nd September 2025 at 7.10pm In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors: Payne (Chairman), Hooper, Peeks and Schmieder

Other: Mrs Michelle Francis

Public: None

Press: None

Apologies:

Councillors: Aldridge, Denton, Nye, Rutter and Whetlor

Public: None

25/45 The Chairman advised the meeting would be recorded

25/46 To note Apologies for Absence and approve reason

Unanimously approved as above and for the reasons given.

25/47 Declarations of Interest

There were none

25/48 Minutes of the last meeting held on Monday 28th July 2025

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

25/49 Matters from the minutes

25/49.1 (Item 25/37.3) Finger Door Guards had been received and one installed by Cllr Payne

25/49.2 (Item 25/38.4) Incident number had been requested from the police regarding public report of E-scooters and was awaited – noted

25/49.3 (Item 25/41) Williton surgery had been asked to cut the height of the hedge at the back of the pavilion and to remove the dead elms - noted

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; Cllr Payne had agreed to sort necessary materials - noted

25/49.5 (Item 25/43.6) Cllr Payne had installed the hooks on the back of the pavilion toilet doors - noted

25/50 Correspondence

25/50.1 It was **resolved** to note the correspondence log

25/50.2 An email had been received from a parishioner requesting that the bench which had been removed from under the veranda was replaced. A discussion took place where some councillors noted that other benches were available and since its removal, there had been no issues with anti-social behaviour at bingo.

- **Resolution** – to reply stating that whilst disappointed, the bench would not be replaced at the present time, due to anti-social behaviour causing problems to hirers of the hall, but that it would be monitored over the winter months
Proposed Cllr Payne, seconded Cllr Peeks, unanimously **resolved**

25/50.3 An email had been received complaining about the dog mess and dogs not on leads in the Memorial Ground – a reply would be sent advising of the resolution below

25/50.4 Cllr Aldridge had received a complaint regarding dogs not on leads and having intimidating behaviour

- **Resolution** – (the previous two items were considered together) Somerset Council would be contacted to request a Public Space Order be put in place as soon as possible, with the previous request for dogs to be on leads in the Memorial Ground and excluded from the Amenity Area and Children's play area, explaining problems being experienced. Signs had been purchased stating dog mess should be picked up, but not installed, it was resolved to pay for a contractor to install all outstanding signs.
- Proposed Cllr Hooper, seconded Cllr Peeks, unanimously **resolved**

25/50.5 A request had been received from a parishioner for permission to drive over the Memorial Ground to enable a log delivery to the back of their property on Long Street

- **Resolution** – To allow access, subject to the following conditions:
 1. Size of vehicle to be no larger than those used by grounds maintenance contractors
 2. Risk assessment to be undertaken, agreed and signed
 3. Only during dry conditions

Proposed Cllr Hooper, seconded Cllr Peeks and unanimously **resolved**

25/51 Finance

25/51.1 Approval of the accounts for payment.

Proposed by Cllr Peeks, seconded by Cllr Schmieder, unanimously **resolved**

25/51.2 It was **resolved** to note the attached Expenditure Analysis as at 31st July and 31st August 2025

25/51.3 It was **resolved** to note the Estimated Provisions for July and August 2025

25/51.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

25/51.5 It was **resolved** to note the Pavilion running costs against hire income analysis. The Chairman advised numerous bookings had been lost over the summer, noting the majority of the hire was now from the Parish Council. The advertising of the hall was highlighted. Expenditure was considered and how costs could be lowered.

Resolution

1. The advertising of the hall and possible courses for staff member to attend training courses would be investigated
2. Football club to be responsible for cleaning of the changing rooms, as per the contract
3. Football club to be reminded that boots should not be worn inside, nor banged against the wall – signs would be checked to ensure this is stated
4. If no event over the weekends, Monday cleaning to be reduced to one hour
5. Consideration of another refuse disposal company
6. Referee changing room to be locked, so unable to be used, reducing cleaning times

25/51.6 Bank Reconciliation for July and August 2025.

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

25/51.7 Consideration was given for new contract prices for the phone and broadband for the pavilion. The removal of the landline would be looked into and whether this would have an affect on the supply charge

25/51.8 Consideration was given for new contract prices for the electricity supply in The Barn

- **Resolution** – Resolved to proceed with the cheapest available rate, based on a zero daily standing charge and to pursue the removal of the redundant meter.
Proposed by Cllr Payne, seconded by Cllr Hooper, unanimously **resolved**

25/52 Health and Safety

25/52.1 It was confirmed the Copper Beech had been reinspected, after the broken bough and passed inspection, with recommendation to carry out remedial work

25/52.2 There had been an increase on reports of broken glass over several areas of the Memorial Ground – the police had been informed

25/52.3 Pavilion kitchen hand wash basin – Cllr Payne advised he had received a report that the water was too hot in this basin. Prices and advice would be obtained whether to change to a mixer tap for a regulated temperature or a thermostatic tap

25/53 Report from Officers

25/53.1 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
- Williton Surgery would be approached for permission to prune the silver birch, along the pavilion entrance, to ensure that it does not obscure the view of the CCTV coverage
- Robert Street entrance sign was noted to be in bad visual repair, Cllr Aldridge had asked for a price to be obtained to replace the sign. Cllr Peeks advised she had tried to clean the sign, with no success and that it was slightly wobbly, also stating the sign was not essential. Cllr Peeks proposed that the sign was not replaced and if found to be too unsecure, removed entirely, seconded Cllr Hooper and unanimously **resolved**.

- 25/53.1
- Manhole cover – reported that it had been removed and used as a frisbee – Cllr Payne had recreated the cover back in place, but noted it was slightly raised – this would be monitored.
 - Damage to Light Bollards – The CCTV had captured those responsible and the footage had been passed to the Police, who would be contacted for an update. The cost to repair the bollards had been quoted as £1,500 + vat, which councillors felt was unaffordable. A cost would be obtained to remove the four damaged bollards and cap at ground level.
 - The lights on the changing room side of the pavilion were not necessary to be on during the evening. They were currently on the same supply circuit as the front car park, therefore, a cost would be obtained to split the supply, so the car park lights could be left on with the changing room lights being turned off

It would be requested that the vandalism and costs of repair would be highlighted in the next Parish Newsletter

25/53.2 Building Management Officer Report

- Graffiti reported on the Barn - the probation service agreed to paint over – Cllr Payne would source the necessary materials
- The lift maintenance had been undertaken on 5th September 2025, with no reported issues – noted
- The blue hooped door stays on the veranda were loose – a price was being obtained to secure

25/53.3 Asset Management Officers Report

- A price of £217.55 had been received to repair the picnic bench in the Amenity Area.
- Barn Noticeboard – the Perspex had been broken
- **Resolution** – It was unanimously **resolved** to dismantle the bench and store until funds were available for the replacement part.
Proposed by Cllr Peeks, seconded by Cllr Hooper, unanimously **resolved**
- **Resolution** – It was unanimously **resolved** not to replace the Perspex on the noticeboard, Cllr Payne volunteered to remove the Perspex completely and to look at what could be used to make waterproof

25/53.4 Legal Officers Report

- Access from houses onto Memorial Ground – outstanding
- Cars had been seen recently blocking the gate on to the Memorial Ground from the Pavilion car park, which could cause problems if access was required for Air Ambulance

25/53.5 Events and Fundraising Officers report

The minutes of the meeting held on 13th August were noted; the minutes of the 11th September would be forwarded.

Film Club – it was resolved not to hold any more films until the projector problems had been rectified, whether by repair or replacement. It was noted donations had been received from a collection at Mrs Mossman's funeral and a bequeathment by the estate of Mrs Housden. It was agreed these donations would be set aside within the provisions, for the purpose of the repair or replacement of the projector

25/54 Information Board – Cllr Peeks had started to check the dates and details on the draft layout and advised there were further minute books that she would like to reference

25/55 Consideration of applying for grants to replace the goalmouths

This item was deferred until after the October full council meeting

25/56 Resolution passed to exclude members of the press and public from the remainder of the meeting, due to commercial sensitivity

Proposed Cllr Hooper, seconded Cllr Peeks and unanimously **resolved**

25/57 Consideration of quotations to carry out required works on trees in Memorial Ground

Four companies had been contacted to quote for the works, only two had submitted a quotation, one of which was incomplete.

- **Resolution** – To accept quotation from Brendon Hill Services, to undertake the necessary works required on the trees in the Memorial Ground, as this had covered all the works specified
Proposed by Cllr Payne, seconded by Cllr Schmieder, with two abstentions

25/58 Consideration of quotations for painting internal areas in the Pavilion

This item was deferred until further information was available

25/59 Matters for the next meeting to be held on Monday 27th October 2025

Pavilion matters and pavilion emergency keyholder contacts

Meeting closed at 8.52 pm

Signed as a true and correct record ... Cllr Payne Dated 27th October 2025