



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

21st January 2026

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 26th January 2026 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

- 25/91 To advise whether the meeting will be recorded – Chairman**
- 25/92 To note apologies for absence and approve reason, where appropriate**
- 25/93 To Receive any Declarations of Interest**
- 25/94 Minutes of the last meeting held on Monday 24th November 2025 for approval (attached)**
- 25/95 Matters from the minutes – for report purpose only**
- 25/95.1 (Item 25/97.8) Confirmation that a 5-year broadband-only contract had been taken out
- 25/95.2 (Item 25/97.10) Confirmation Williton Parish Council had agreed to undertake the responsibility of the Tree Management for the whole of the Memorial Ground, to a budget of £5,000.00
- 25/95.3 (Item 25/87.1) TV Licence – confirmation the Pavilion no longer has a licence – booking form updated to reflect this
- 25/96 Correspondence**
- 25/96.1 To note the correspondence log (attached)
- 25/96.2 Request to scatter assistance dog ashes on the Memorial Ground – to consider
- 25/96.3 Email from Parishioner of damage, dog mess and general untidiness on ground (attached)
- 25/96.4 Email from Justice Service confirming ivy around boundary wall had been cut at the roots and first paint over the graffiti on the Barn – to consider any other jobs that could be undertaken
- 25/96.5 Request from Quantock Foodbank to park in the Pavilion car park for pantry van to operate on Wednesday's between 3pm and 4pm
- 25/97 Finance**
- 25/97.1 Approval of accounts for payment (to be given at the meeting)
- 25/97.2 Expenditure and Income Analysis as of 30th November and 31st December 2025 (attached - sheet 1)
- 25/97.3 Estimated Provisions for November and December 2025 (attached - sheet 2)
- 25/97.4 WWMRG Charity fundraising income and expenditure analysis (attached - sheet 3)
- 25/97.5 Pavilion running costs against income from bookings analysis (attached - sheet 4)
- 25/97.6 Bank Reconciliation for November and December 2025 (to agree for Councillor to sign)
- 25/97.7 Budget Considerations 2026-2027 – To set final budget (attached)
- 25/98 Health and Safety**
- 25/98.1 Pavilion Kitchen Hand Wash Basin – proposed change to mixer taps for a regulated temperature - to be discussed under item 25/106
- 25/99 Report from Officers**
- Ground Management Officers Report
- 25/99.1
- Vandalised light bollards – to be discussed under item 25/103
 - Cost to split supply between – to be discussed under item 25/104
 - Small Roller to be secured to large roller - to be carried out under "Lengthsman Duties"
- 25/99.2 Building Management Officers Report –
- Blue Hooped door stays – to be carried out under "Lengthsman Duties"

- 25/99.3 Asset Management Officers Report –
 • Volunteers required and a date to be arranged to clear the barn, move shelving and items from toilet store
 and undertake inventory
- 25/99.4 Legal Officers Report
- 25/99.5 Events and Fundraising Officers report – To note minutes of meeting held on 8th January 2026 – to agree events for
WWMRG Charity (attached)
- 25/100 Information Board Layout - update**
- 25/101 Pavilion**
- 25/101.1 Brendon Room – report of marked carpet tiles – to consider cleaning options or replacement
- 25/101.2 Colostomy Shelf in Ladies Toilets – found to be broken after Youth Club – Minehead Eye had replaced the shelf, and
Cllr Payne had refitted it – to note
- 25/101.3 Redecoration of Pavilion - update
- 25/101.4 Pavilion Clock
- 25/101.5 Hire Charges – to consider new charges from 1st April 2026 (attached)
- 25/102 To pass a resolution to exclude the press and public from the remainder of the meeting, due to commercial
sensitivity**
- 25/103 Vandalised light bollards** – to consider cost to replace bollards or remove cap at ground level, with low level lighting
(attached)
- 25/104 Lighting** - To consider splitting electric supply between car park lights and outside lights at the changing room end –
(to be forwarded upon receipt of costings)
- 25/105 Pavilion Kitchen Hand Wash Basin** – proposed change to mixer taps for a regulated temperature – to consider
quotation (attached)
- 25/106 Water Tank** – to consider quotation to bypass water tank – (attached)
- 25/107 To invite members of the press and public to re-enter the meeting**
- 25/108 Matters for the next meeting to be held on Monday 23rd February 2026**
Projector