



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

18th February 2026

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Monday 23rd February 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

- 25/109 To advise whether the meeting will be recorded – Chairman**
- 25/110 To note apologies for absence and approve reason, where appropriate**
- 25/111 Health and Safety, including Housekeeping – to receive any reportable concerns**
- 25/112 To Receive any Declarations of Interest**
- 25/113 Minutes of the last meeting held on Monday 26th January 2026 for approval (attached)**
- 25/114 Matters from the minutes – for report purpose only**
- 25/114.1 (Item 25/98.1) Pavilion Kitchen Hand Wash Basin – change to mixer tap - update
- 25/114.2 (Item 25/99.1) The small roller had been moved and secured to the large roller – to note
- 25/114.3 (Item 25/99.2) The Blue Hooped door stay had been resecured – to note
- 25/114.4 The main entrance sign had been secured – to note
- 25/114.5 (Item 25/101.3) The redecoration had been completed – to note
- 25/115 Correspondence**
- 25/115.1 To note the correspondence log (attached)
- 25/116 Finance**
- 25/116.1 Approval of accounts for payment (to be given at the meeting)
- 25/116.2 Expenditure and Income Analysis as of 31st January 2026 (attached - sheet 1)
- 25/116.3 Estimated Provisions for January 2026 (attached - sheet 2)
- 25/116.4 WWMRG Charity fundraising income and expenditure analysis (attached - sheet 3)
- 25/116.5 Pavilion running costs against income from bookings analysis (attached - sheet 4)
- 25/116.6 Bank Reconciliation for January 2026 (to agree for Councillor to sign)
- 25/116.7 New Bank Account – recommendation to open a Charity and Community account with the Co-operative Bank, to avoid bank charges (attached)
- 25/117 Report from Officers**
- Ground Management Officers Report
- 25/117.1
 - Vandalised light bollards – to be discussed under item 25/122
 - Cost to split supply between – to be discussed under item 25/123
- 25/117.2 Building Management Officers Report
- 25/117.3 Asset Management Officers Report –
 - Clearing of the Barn, move items from toilet store to barn and undertake inventory – to receive an update
- 25/117.4 Legal Officers Report
- 25/117.5 Events and Fundraising Officers report – To note minutes of meeting held on 12th February 2026 – to agree events for WWMRG Charity including Donkey Rides (attached)
- 25/118 Information Board Layout – update (attached)**

- 25/119 Pavilion**
25/119.1 Pavilion Clock – update regarding removal of clock for repair
25/119.2 Water Tank – direct feed to bypass storage tank - update
25/119.3 Condition of storerooms and how to get ready for hirers – to consider options
- 25/120 Hire Charges for The Barn Kitchenette and Main Ground 2026-2027 – to consider (attached)**
- 25/121 To pass a resolution to exclude the press and public from the remainder of the meeting, due to commercial sensitivity**
- 25/122 Vandalised light bollards – to consider cost to replace bollards or remove cap at ground level, with low level lighting (to be forwarded upon receipt of costings)**
- 25/123 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)**
- 25/124 Brendon Room – to consider quotations to clean current flooring and to replace current flooring (to be forwarded)**
- 25/125 To invite members of the press and public to re-enter the meeting**
- 25/126 Matters for the next meeting to be held on Monday 23rd March 2026**
Projector