



# WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

## Minutes of the Trustee Meeting held on Monday 26<sup>th</sup> January 2026 at 7.00pm In the Parish Office, 2 Killick Way, Williton

### Attendees:

**Councillors:** Payne (Chairman), Aldridge, Hooper, Peeks, and Vaughan

**Other:** Mrs Michelle Francis

**Public:** None

**Press:** None

### Apologies:

**Councillors:** Prince, Rutter and Shattock

**Public:** None

**25/91 The Chairman advised the meeting would be recorded**

**25/92 To note Apologies for Absence and approve reason**

Unanimously approved as above and for the reasons given.

**25/93 Declarations of Interest**

| Name        | Agenda Item | Interest             | Action          |
|-------------|-------------|----------------------|-----------------|
| Cllr Peeks  | 25/106      | Other, non-pecuniary | Advised meeting |
| Cllr Hooper | 25/96.5     | Pecuniary            | Advised meeting |

**25/94 Minutes of the last meeting held on Monday 24<sup>th</sup> November 2025**

After a proposal from Cllr Peeks, seconded by Cllr Hooper, it was **resolved** to approve the minutes, after two slight amendments, with two abstentions due to absence

**25/95 Matters from the minutes**

25/95.1 (Item 25/97.8) Confirmation that a 5-year broadband only contract had been taken out - noted

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 - noted

25/95.3 (Item 25/87.1) TV Licence – confirmation the Pavilion no longer has a licence, and the booking form had been updated to reflect this - noted

(Item 25/95.2) The Barn kitchen window had been replaced

**25/96 Correspondence**

25/96.1 It was **resolved** to note the correspondence log.

25/96.2 A request to scatter an assistance dog's ashes on the Memorial Ground had been received.

Cllr Payne proposed to allow a discrete scattering around the perimeter of the field, with no memorial (plaque, flowers etc), for this and any future requests. An amendment was proposed by Cllr Aldridge, to allow a discrete scattering around the perimeter of the field, with no memorial (plaque, flowers etc), for this request only and any future requests would be considered on a case-by-case basis. This was seconded by Cllr Hooper; a vote was taken on the amendment, four votes in favour with one against.

The vote replaced the previous motion as substantive motion. As no further amendment was proposed a vote was taken on the substantive motion to allow a discrete scattering around the perimeter of the field, with no memorial (plaque, flowers etc), for this request only and any future requests would be considered on a case-by-case basis; which was passed with all in favour, unanimously **resolved**.

25/96.3 An email had been received from a parishioner regarding damage, dog mess and general untidiness on the ground and forwarded to members. It was noted the bins had been full, due to the ground's maintenance contractors being on Christmas break. Williton Rockets would be asked for an updated regarding the removal of the old goalpost. It was suggested that signs could be put on bins, over future Christmas periods, stating, if bin full to please take rubbish home.

25/96.4 The Justice Service had confirmed the ivy around the boundary wall of the Memorial Ground had been cut at the roots and first paint over the graffiti on the barn. Other jobs were considered, which included the removal of graffiti around the whole of the ground, including the CCTV pole by the Memorial Shelter and the clearing of mud around the bench under the Pavilion veranda.

- 25/96.5 Quantock Foodbank had requested permission to park in the Pavilion car park for the pantry van to operate on Wednesday's between 3pm and 4pm.
- Resolution – Not to allow due to the impact to bookings and planning constraints. The vets would be suggested as an alternative site.  
Proposed by Cllr Payne, seconded by Cllr Hooper, unanimously **resolved**
- 25/97 Finance**
- 25/97.1 Approval of the accounts for payment.  
Proposed by Cllr Hooper, seconded by Cllr Vaughan, unanimously **resolved**
- 25/97.2 It was **resolved** to note the attached Expenditure Analysis as of 30<sup>th</sup> November and 31<sup>st</sup> December 2025
- 25/97.3 It was **resolved** to note the Estimated Provisions for November and December 2025, noting the decoration cost would be taken from the Maintenance Fund
- 25/97.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.
- 25/97.5 It was **resolved** to note the Pavilion running costs against hire income analysis.
- 25/97.6 Bank Reconciliation for November and December 2025.
- Resolution – Agreed Cllr Vaughan, being present at the meeting, would sign the reconciliation.  
Proposed by Cllr Hooper, seconded by Cllr Aldridge, unanimously **resolved**
- 25/97.7 Budget Considerations for the financial year 2026-2027 were discussed.
- Resolution – To accept the proposed budget of £52,900.00. for financial year 2026-2027  
Proposed by Cllr Hooper, seconded by Cllr Payne, unanimously **resolved**
- 25/98 Health and Safety**
- 25/98.1 Pavilion Kitchen Hand Wash Basin – discussed under item 25/106
- Some small twigs had come off the trees during the latest storm, but nothing substantial
- 25/99 Report from Officers**
- 25/99.1 Ground Management Officers Report
- Vandalised light bollards – discussed under item 25/103
  - Cost to split electricity supply between car park lights and outside lights at the changing room end – discussed under item 25/104
  - Small roller to be secured to large roller – to be carried out under Lengthsman duties for a cost of £40.00 – agreed
  - To secure the Pavilion main entrance sign - to be carried out under Lengthsman duties for a cost of £180.00 – agreed
  - The Lengthsman would be asked to address the loose coping stones and refix where necessary, along the left hand side, main entrance wall
- 25/99.2 Building Management Officer Report
- The blue hooped door stays on the veranda were loose – to be carried out under Lengthsman duties for a cost of £80.00 - agreed
- 25/99.3 Asset Management Officers Report – Cllrs Aldridge, Peeks and Vaughan volunteered to undertake an inventory of the charity assets stored in the Barn and the toilet store. They would then arrange to tidy the Barn, disposing of items not required, then move items from the toilet store into the Barn, as the toilet store needed to be cleared
- 25/99.4 Legal Officers Report – no update
- 25/99.5 Events and Fundraising Officers report
- The minutes of the meeting held on 8<sup>th</sup> January 2026 were noted. Members were reminded that meetings are open for all to attend. It was requested that the Trustee underwrite the cost of the Donkey Rides, for the Fete to be held in July 2026.
- **Resolution** – To underwrite the cost of the Donkey's in principle, but the final cost is required before a final decision could be made  
Proposed by Cllr Payne, seconded by Cllr Peeks, unanimously **resolved**

- 25/100 Information Board – Cllr Peeks advised that progress was being made on the Information Board project. A concern was raised regarding potential copyright issues related to the background design, which had already been completed. It was agreed that the contact details for the artist would be forwarded to Cllr Peeks, who would raise the copyright question with them.
- 25/101 Pavilion**
- 25/101.1 Brendon Room – it was reported the carpet tiles were marked and a discussion took place whether to replace or have them cleaned. Prices would be obtained for both options; cleaning and replacement, with a hard-wearing flooring that could be moped, such as laminate or Flotex
- 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 - noted
- 25/101.3 Redecoration of Pavilion was currently being undertaken. It was noted there were already marks under the window between the foyer and main hall and it would be investigated which day this area had been painted, and the hirers since would be asked to request anyone waiting/viewing to refrain from marking the walls, therefore preventing further damage
- 25/101.4 Pavilion Clock – the Fire Brigade would be asked if they could assist with taking the clock down for repair, then replace when fixed
- 25/101.5 Hire Charges from 1<sup>st</sup> April 2026 – a discussion took place regarding an increase in hire charges
- **Resolution** – To raise the fees by 3.9%, rounded to nearest 50p; remove the free 15 minutes at the start of the booking, but retain the 15 minutes at the end to enable time for tidying  
Proposed by Cllr Hooper, seconded by Cllr Aldridge, **resolved** with 3 in favour and 2 abstentions
- 25/102 Resolution passed to exclude members of the press and public from the remainder of the meeting, due to commercial sensitivity**
- Proposed Cllr Peeks, seconded Cllr Hooper and unanimously **resolved**
- 25/103 Vandalised light bollards** – The quotations received which included replacement of the light bollards, replacement with tougher exterior bollards and replacement with ground level lighting, were discussed
- **Resolution** – Not to accept any quotation, but to obtain a price to remove the bollards completely and cap with turf.  
Proposed by Cllr Peeks, seconded by Cllr Aldridge, **resolved** with one abstention and one vote against
- 25/104 Lighting**
- The cost to split the supply between the main car park and the outside lights at the changing room end was still awaited, therefore, the item was deferred
- 25/105 Pavilion Kitchen Hand Wash Basin**
- **Resolution** – To accept Ross Cox Heating & Plumbing quotation, to install mixer tap  
Proposed by Cllr Peeks, seconded by Cllr Vaughan, unanimously **resolved**
- 25/106 Water Tank**
- The quotation to bypass the water tank, to a direct feed was considered and discussed. It was noted the tank would remain in situ so available if there was a future need to recommission it. The proposal would be forwarded to HBC Builders to ask if they could foresee any problems and give any reasons why the tank could not be bypassed with reaching full demand
- **Resolution** – Upon confirmation from HBC Builders that no problems would occur, to accept the quotation from Ross Cox Heating & Plumbing to bypass the current tank and install a direct from mains water feed  
Proposed by Cllr Payne, seconded by Cllr Aldridge, **resolved** with 1 abstention
- 25/107 Members of the press and public were invited to re-enter the meeting – none did**
- 25/108 Matters for the next meeting to be held on Monday 23<sup>rd</sup> February 2026**
- Projector

Meeting closed at 9.22 pm

Signed as a true and correct record ... Cllr Payne ..... Dated ..... 23<sup>rd</sup> February 2026 .....