



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 March 2026

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

- 25/127 To advise whether the meeting will be recorded – Chairman**
- 25/128 To note apologies for absence and approve reason, where appropriate**
- 25/129 Health and Safety, including Housekeeping – to receive any reportable concerns**
- 25/130 To Receive any Declarations of Interest**
- 25/131 Minutes of the last meeting held on Monday 23rd February 2026 for approval (attached)**
- 25/132 Matters from the minutes – for report purpose only**
- 25/132.1 (Item 25/116.7) New Bank Account - update
- 25/132.2 (Item 25/115.1) Replacement CCTV recording sign had been requested via Coomers 26.02.26
- 25/133 Correspondence**
- 25/133.1 To note the correspondence log (attached)
- 25/133.2 Email from Parishioner thanking Trustee for considering their comments regarding the Memorial Ground
- 25/134 Finance**
- 25/134.1 Approval of accounts for payment (to be given at the meeting)
- 25/134.2 Expenditure and Income Analysis as of 28th February 2026 (attached - sheet 1)
- 25/134.3 Estimated Provisions for February 2026 (attached - sheet 2)
- 25/134.4 WWMRG Charity fundraising income and expenditure analysis (attached - sheet 3)
- 25/134.5 Pavilion running costs against income from bookings analysis (attached - sheet 4)
- 25/134.6 Bank Reconciliation for February 2026 (to agree for Councillor to sign)
- 25/134.7 To consider affiliation to ACRE (Action with Communities in Rural England) (attached)
- 25/135 Report from Officers**
- Ground Management Officers Report
- 25/135.1
 - Vandalised light bollards – to be discussed under item 25/139
 - Cost to split supply between – to be discussed under item 25/140
- 25/135.2 Building Management Officers Report
- Asset Management Officers Report –
- 25/135.3
 - Inventory – to consider items to retain or dispose of (attached)
 - Clearing of the Barn, move items from toilet store to barn – to receive an update on when this would be undertaken
- 25/135.4 Legal Officers Report
- 25/135.5 Events and Fundraising Officers report – To note minutes of meeting held on 12th March 2026 – to agree events for WWMRG Charity (attached)
- 25/136 Information Board Layout – To receive update regarding any copyright issues**

- 25/137 Pavilion**
25/137.1 Pavilion Clock – update regarding removal of clock for repair
25/137.2 Water Tank – direct feed to bypass storage tank – response from HBC Builders (attached)
25/137.3 Condition of storerooms and how to get ready for hirers – to receive response from H&S Advisors
25/137.4 Parking Issues at events (attached)
25/137.5 Cleaning of Pavilion and specification for tender (attached)
- 25/138 To pass a resolution to exclude the press and public from the remainder of the meeting, due to commercial sensitivity**
- 25/139 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)
- 25/140 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)
- 25/141 Brendon Room** – to consider quotations to clean current flooring and to replace current flooring (attached)
- 25/142 To invite members of the press and public to re-enter the meeting**
- 25/143 Matters for the next meeting to be held on Monday 27th April 2026**
Projector