



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 23rd March 2026 at 7.00pm In the Parish Office, 2 Killick Way, Williton

Attendees:

Councillors: Payne (Chairman), Aldridge, Gatti, Hooper, Prince, Schmieder, Shattock and Vaughan
Other Mrs Michelle Francis
Public: None
Press: None

Apologies:

Councillors: Denton, Peeks, Rutter and Whetlor
Public: None

25/127 The Chairman advised the meeting would be recorded

25/128 To note Apologies for Absence and approve reason

- **Resolution** – To approve the apologies and reasons given.
Proposed by Cllr Aldridge, seconded by Cllr Vaughan, **resolved**

25/129 Health and Safety, including Housekeeping

No concerns reported

25/130 Declarations of Interest

There were none

25/131 Minutes of the last meeting held on Monday 23rd February 2026

- **Resolution** – To approve the minutes.
Proposed by Cllr Hooper, seconded by Cllr Aldridge, unanimously **resolved**

25/132 Matters from the minutes

25/132.1 (Item 25/116.7) The application for the new bank account was in progress

25/132.2 (Item 25/115.1) Replacement CCTV recording signs had been requested via Coomber Security Systems Ltd for the Robert Street and Long Street entrance gates

25/133 Correspondence

25/133.1 It was **resolved** to note the correspondence log.

25/133.2 (Item 25/96.3) An email had been received from Parishioner thanking the Trustee for considering their comments regarding the Memorial Ground - noted

25/133.3 Initial advice from SLCC (Wellers Solicitors) and Thrive (old CCS) regarding the structure of the Charity had been received and circulated to members. It was noted the Parish Council are the Custodian Trustee and the WWMRG Charity are the Managing Trustee, as such, this was a meeting of the Parish Council as Managing Trustee of WWMRG Charity. This would be rectified in future meetings. Further information was being sought.

25/134 Finance

25/134.1 Approval of the accounts for payment.
Proposed by Cllr Aldridge, seconded by Cllr Hooper, unanimously **resolved**

25/134.2 It was **resolved** to note the attached Expenditure Analysis as of 28th February 2026.

25/134.3 It was **resolved** to note the Estimated Provisions for February 2026

25/134.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.
The Bingo team were thanked for all their successful fundraising

- 25/134.5 It was **resolved** to note the Pavilion running costs against hire income analysis.
- It was noted that the pavilion was currently dependent on fundraising to break even, rather than being allocated to future development. A discussion took place that a grant should be requested from the Parish Council towards the running costs of the ground, not the pavilion, which had occurred historically, to allow for fundraising to build reserves for maintenance / improvement
- **Resolution** – It was **resolved** a grant of £6,500.00 would be requested from Williton Parish Council for the costs of running the Memorial Ground, but not the Pavilion, for the financial year 2026-2027. Proposed by Cllr Vaughan, seconded by Cllr Hooper, unanimously **resolved**
- 25/134.6 Bank Reconciliation for February 2026
- **Resolution** – It was **resolved** Cllr Vaughan, being present at the meeting, would sign the reconciliation. Proposed by Cllr Hooper, seconded by Cllr Shattock, unanimously **resolved**
- 25/134.7 Affiliation to ACRE (Action with Communities in Rural England) was considered.
- **Resolution** – It was **resolved** to ask Williton Parish Council if they would join with the Charity and if the request is declined, the for the Charity to join of their own. Proposed by Cllr Hooper, seconded by Cllr Shattock, unanimously **resolved**
- 25/135 Report from Officers**
- 25/135.1 Ground Management Officers Report
- Vandalised light bollards – discussed under item 25/139
 - Cost to split electricity supply between car park lights and outside lights at the changing room end – discussed under item 25/140
- 25/135.2 Building Management Officer Report Nothing reported
- 25/135.3 Asset Management Officers Report
- Details would be sought for a galvanised storage shed, approximate size 6ft x 9ft to be located at the back of the Pavilion, for storage of items such as fete equipment.
- The comments made on the inventory regarding disposal of items was discussed
- **Resolution** – It was **resolved** Cllrs Vaughan and Prince, being present at the meeting, would co-ordinate with Cllr Peeks and dispose of items of that they saw fit. Proposed by Cllr Payne, seconded by Cllr Hooper, unanimously **resolved**
- 25/135.4 Legal Officers Report – no update
- 25/135.5 Events and Fundraising Officers report
- The minutes of the meeting held on 12th March 2026 would be forwarded.
- Members were reminded the Easter Egg Hunt and Duck Race would be held on Easter Sunday – all help would be greatly appreciated, please meet at 1.30pm at the Pavilion
- 25/136 Information Board**
- An email had been received earlier in the day, which included an initial response regarding the copyright. It was stated “copyright had been looked into originally and believed it could be used with a credit, as it’s not for commercial profit”
- 25/137 Pavilion**
- 25/137.1 Pavilion Clock – this would need careful consideration, as if the clock was able to be taken down, its repair or replacement might not be able to be funded
- 25/137.2 Water Tank – The response and advice from HBC had been circulated, stating they did not support the removal of the tank and suggested alternatives. Cllr Vaughan suggested that if the advice was not accepted, then a provision of approximately £2,000.00 would be required to future proof any need to rectify.
- **Resolution** – It was **resolved** to lower the ballcock valve (replace if needed), as per HBC recommendation and review in 6 months. Proposed by Cllr Shattock, seconded by Cllr Aldridge, **resolved** with one against
- 25/137.3 A response from the Health and Safety advisors, regarding the condition of the storerooms and how to get ready for hirers had been received, which would be followed. It was further suggested photographs were displayed to show how the storeroom should be left.

- 25/137.4 Parking issues at Pavilion – The Clerk advised the issues of parking was causing a serious issue with Health and Safety. Options, such as a barrier, which would remain down until raised by a hirer, then after the hire would allow exit but not entry and ANPR signs were discussed.
- **Resolution** – It was **resolved** ANPR (automatic number plate recognition) warning signs would be installed, stating they may be used to identify cars not authorised to park and that a penalty could be imposed. Suggested wording on the signs “Authorised users only, ANPR in use” Proposed by Cllr Aldridge, seconded by Cllr Hooper, unanimously **resolved**
- 25/137.5 Cleaning of Pavilion and specification for tender
- **Resolution** – It was **resolved** to agree the specification and request tenders Proposed by Cllr Payne, seconded by Cllr Hooper, unanimously **resolved**
- 25/138 Resolution passed to exclude members of the press and public from the remainder of the meeting, due to commercial sensitivity**
- Proposed Cllr Shattock, seconded Cllr Gatti and unanimously **resolved**
- 25/139 Vandalised light bollards** – The quotation was awaited – item deferred
- 25/140 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
- 25/141 Brendon Room**
- Quotations had been circulated, for both the cleaning of the Brendon Room floor and the options for replacement.
- **Resolution** – It was **resolved** to have the floor professionally cleaned by Blitzitclean and aim as a long-term project to replace the flooring in the future, once funds allowed. Proposed by Cllr Gatti, seconded by Cllr Hooper, unanimously **resolved**
- 25/142 Members of the press and public were invited to re-enter the meeting – none did**
- 25/143 Matters for the next meeting to be held on Monday 27th April 2026**
- Projector
- Drinking water supply in Foyer

Meeting closed at 8.41 pm

Signed as a true and correct record ...Cllr Payne Dated ... 27th April 2026