



# 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](mailto:clerk@willitonpc.org.uk)

Dear Trustee

20<sup>th</sup> May 2026

A meeting of the Trustees of Williton War Memorial Recreation Ground will be held on **Tuesday 26<sup>th</sup> May 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

- 26/01 To advise whether the meeting will be recorded – Chairman**
- 26/02 To note apologies for absence and approve reason, where appropriate**
- 26/03 Health and Safety, including Housekeeping** – to receive any reportable concerns  
26/03.1 Fire Extinguishers service booked for 21<sup>st</sup> May 2026 – to note
- 26/04 To Receive any Declarations of Interest**
- 26/05 Appointment of Officers and Working Group Representatives** (attached)
- 26/06 Minutes of the last meeting held on Monday 27<sup>th</sup> April 2026 for approval** (attached)
- 26/07 Matters from the minutes – for report purpose only**
- 26/08 Correspondence**  
26/08.1 To note the correspondence log (attached)  
26/08.2 Formal Complaint regarding the water storage tank in the pavilion
- 26/09 Finance**  
26/09.1 Approval of accounts for payment (to be given at the meeting)  
26/09.2 Expenditure and Income Analysis as of 30<sup>th</sup> April 2026 (attached - sheet 1)  
26/09.3 Estimated Provisions for April 2026 (attached - sheet 2)  
26/09.4 WWMRG Charity fundraising income and expenditure analysis (attached - sheet 3)  
26/09.5 Pavilion running costs against income from bookings analysis (attached - sheet 4)  
26/09.6 Bank Reconciliation for April 2026 (to agree for Councillor to sign)  
26/09.7 Bank Signatories
- 26/10 Report from Officers**  
Ground Management Officers Report  
26/10.1
  - Vandalised light bollards – to be discussed under item 26/14
  - Cost to split supply between – to be discussed under item 26/1526/10.2 Building Management Officers Report  
Asset Management Officers Report –  
26/10.3
  - Clearing of the Barn, move items from toilet store to barn – to receive an update
  - Storage Shed – to receive an update26/10.4 Legal Officers Report  
Events and Fundraising Officers report  
26/10.5
  - To note minutes of meeting held on 14<sup>th</sup> May 2026 – to agree events for WWMRG Charity (to be forwarded)
  - To request volunteers for the Fete – set up, during and break down
- 26/11 Information Board Layout** – To receive update
- 26/12 Pavilion**  
26/12.1 Pavilion Clock – update regarding removal of clock for repair



LOTTERY FUNDED

26/12.2 Drinking Water supply in Foyer  
26/12.3 Noticeboards

**26/13 To pass a resolution to exclude the press and public from the remainder of the meeting, due to commercial sensitivity**

**26/14 Vandalised light bollards** – to consider cost to remove bollards and cap at ground level (to be forwarded upon receipt of costings)

**26/15 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)

**26/16 Matters for the next meeting to be held on Monday 22<sup>nd</sup> June 2026**  
Projector