



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Monday 27th April 2026 at 7.00pm In the Parish Office, 2 Killick Way, Williton

Attendees:

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

Apologies:

Councillors: Rutter, Vaughan and Whetlor (Personal reasons)
Public: None

25/144 The Chairman advised the meeting would be recorded

25/145 Apologies for Absence and approve reason were accepted

25/146 Health and Safety, including Housekeeping

25/146.1 Missing COSHH key from kitchen. A key had been located, it would be investigated if a copy could be cut – if this was possible, a key would be relocated within the kitchen for hirer availability. It was noted the cupboards were currently open – as materials were needed for cleaning the kitchen after use, it was resolved this was acceptable

25/146.2 Two loose carpet tiles in Brendon Room had been re-secured - noted

25/147 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Peeks	25/150.3	Other, non-pecuniary	Advised meeting

25/148 Minutes of the last meeting held on Monday 23rd March 2026

- **Resolution** – **Resolved** approve the minutes.
Proposed by Cllr Hooper, seconded by Cllr Shattock, one abstention due to absence

25/149 Matters from the minutes

25/149.1 (Item 25/132.1) New bank account application – no update

25/149.2 (Item 25/132.2) Replacement CCTV recording signs had been requested via Coomber Security Systems Ltd for the Robert Street and Long Street entrance gates, not received to date

25/149.3 (Item 25/134.5) Williton Parish Council had agreed the request for a grant of £6,500.00, for the costs of running the Memorial Ground, but not the Pavilion, for the financial year 2026-2027 - noted

25/150 Correspondence

25/150.1 It was **resolved** to note the correspondence log.

25/150.2 A request had been received from RNLI to hire the Pavilion for 4 hours, using the Parish Rate.

- **Resolution** – To agree the parish rate could be charged, as the RNLI cover the parish boundary. Proposed Cllr Hooper, seconded Cllr Shattock, unanimously **resolved**

25/150.3 A freedom of information request had been received from a parishioner, regarding the water tank and supply in the Pavilion. The response was being worked on and would be responded to within the deadline - noted

25/150.4 The request from a parishioner to hold Croquet sessions on the Memorial Ground was discussed

- **Resolution** – Upon receipt of a booking form, to allow four sessions to be held on the Memorial Ground, at a cost of £25 per session, with one session free, as no storage or facilities were requested. Proposed Cllr Hooper, seconded Cllr Peeks, six in favour and one abstention

25/150.5 The request from SASP to use the ground, free of charge, to offer free YOGA activity sessions was discussed. Although noted that SASP had supplied funding to the Pavilion, this had been received with no ties.

Resolution – It was **resolved** not to allow free use of the ground, to ensure fairness to all users and hirers of the Pavilion, but to suggest that SASP contact Williton Parish Council and Watchet Town Council to request funding

25/150.6 The request from Williton Rockets for permission for the football club to repair the goalmouths, at no cost to WWMRG Charity and request for an appropriate area to store the goalposts was considered

- **Resolution** – To accept offer to repair goalmouths free of charge, liaising with ground contractors and the parish office
Proposed Cllr Hooper, seconded Cllr Shattock, unanimously **resolved**
- **Resolution** – To allow goalmouths to be stored, suggested near to the rollers (exact position to be agreed with parish office), fixed to discourage use and to request one is left on the ground, after repairs to the goalmouths.
Proposed Cllr Payne, seconded Cllr Shattock, unanimously **resolved**

25/151 Finance

25/151.1 Approval of the accounts for payment.

Proposed by Cllr Shattock, seconded by Cllr Hooper, unanimously **resolved**

25/151.2 It was **resolved** to note the attached Expenditure Analysis as of 31st March 2026.

25/151.3 It was **resolved** to note the Estimated Provisions for March 2026

25/151.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

25/151.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

25/151.6 Bank Reconciliation for March 2026 - It was **resolved** Cllr Vaughan would be asked to sign the reconciliation.

25/152 Report from Officers

25/152.1 Ground Management Officers Report

- Vandalised light bollards – discussed under item 25/156
- Cost to split electricity supply between car park lights and outside lights at the changing room end – discussed under item 25/157
- The coping stones, along the main entrance to the Memorial Ground from Robert Steet required securing. The contractor had previously been asked to address this and would be contacted for an update

25/152.2 **Building Management Officer Report** Cllr Hooper emptied the cigarette bins, which were completely full, but unfortunately the locks had been broken in the process, due to being rusted solid. A discussion took place on the staining of the wall and a way forward. A volunteer had offered to provide and install a galvanised chequer plate. It was agreed to:

- Request a photo of the chequer plate, held against the wall, to enable visualisation of what this would look like
- Obtain prices for both cigarette bins to be replaced with either free standing or fixed bins

25/152.3 Asset Management Officers Report

- Clearing of the Barn – Cllr Peeks gave a verbal update advising some items had been disposed of. The wooden stage was discussed, noting that the steps would be kept. The stage had originally been donated to the Charity from St Peters First School. Cllr Peeks would contact the school to enquire if they would like it returned. If this was declined, then it would be advertised via other avenues, such as social media, by the parish office. Proposed Cllr Hooper, seconded Cllr Shattock, with one abstention.
- It was noted the current stage, located in the Pavilion, would not be disposed of until such a time as it was known what it would be replaced with.
- The Chairman noted emails discussing items, such as the above, were being sent between members and it appeared decisions were being taken outside of the meetings – this was unacceptable and members were reminded decisions could only be taken at properly convened meetings.

Storage Shed – options of galvanised sheds had been circulated, noting that further information such as windows, roof line, doors etc would be required to obtain firm prices. It was further noted that the area behind the Pavilion was rather restricted and that 1m was required from the boundary.

- **Resolution** – It was **resolved** Cllrs Payne and Shattock, would measure the area available and investigate a storage container.

25/152.4 Legal Officers Report – no update

25/152.5 Events and Fundraising Officers report

The minutes of the meeting held on 9th April 2026 were noted

It was confirmed St Johns would provide the 1st aid cover at the Annual Fete, at a cost of £184.50

25/153 Information Board

Cllr Peeks advised the records required were stored at Dulverton and required an appointment to view. Members were happy to proceed either with the names, or without, depending on what information could be obtained, and requested that this be processed before the next meeting so the item could be completed.

25/154 Pavilion

25/154.1 Pavilion Clock – no update, but noted an electrician and a cherry picker or similar, would be required

25/154.2 Drinking water supply in Foyer was discussed to enable users' easy access to water, without the requirement to hire the kitchen. It was agreed the option of either moving the sink from the old baby storage room, or installing a spur through the wall, would be investigated. It was noted a fixing which required holding down would be required, to ensure the tap could not be left on.

25/155 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**

25/156 Vandalised light bollards – The quotation was still awaited. It was resolved to contact additional electricians to obtain prices for consideration. Although it had previously been resolved to remove the bollards and cap, due to feedback from members of the public, prices would also be obtained for options including replacing the bollards with Makrolon material and installing ground-level lighting. Proposed Cllr Shattock, seconded Cllr Hooper and unanimously **resolved**

25/157 Lighting

The cost to split the supply between the main car park and the outside lights at the changing room end was still awaited, it was resolved to contact additional electricians to obtain prices for consideration. Proposed Cllr Peeks, seconded Cllr Shattock, unanimously **resolved**

25/158 To consider tenders received for the cleaning of the Pavilion

The tenders received were given due consideration, it was noted the budget had not been advertised.

- **Resolution** – To accept the tender from Little Owl Company, for the Pavilion to be cleaned and materials supplied, three times a week, ideally Monday, Wednesday and Friday mornings
Proposed by Cllr Peeks, seconded by Cllr Shattock, unanimously **resolved**

25/159 Matters for the next meeting to be held on Tuesday 26th May 2026

Projector

Memorial Ground Booking Form

Review of deposit for hirers

Meeting closed at 8.46 pm

Signed as a true and correct record Cllr Payne Dated 26th May 2026