



WILLITON WAR MEMORIAL RECREATION GROUND

Charity No: 211212

Minutes of the Trustee Meeting held on Tuesday 26th May 2026 at 7.00pm In the Parish Office, 2 Killick Way, Williton

Attendees:

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

Apologies:

Councillors: Peeks, Prince (Personal reasons) and Shattock (Work commitments)
Public: None

26/01 The Chairman advised the meeting would be recorded

26/02 Apologies for Absence and approve reason were accepted

Proposed Cllr Aldridge, seconded Cllr Vaughan

26/03 Health and Safety, including Housekeeping

26/03.1 The fire extinguisher service had been undertaken on the 21st of May 2026 - noted

The Chairman advised the fence and post at the entrance of the playground had rotted – prices were being obtained for replacement, which the Parish Council would action as soon as possible

Cllr Aldridge would take temperature readings of the water tank, due to the current extreme heat

26/04 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Hooper	26/09.1	Pecuniary	Did not vote on personal reimbursement

26/05 Appointment of Officers and Working Group Representatives

Appointment	All Councillors Chairman: Payne Vice Chairman: Aldridge
Asset Management Officers	Hooper and Peeks
Budget Monitoring Officers	Hooper and Vaughan
Building Management Officers	Aldridge and Vaughan
Events & Fundraising Officers	Schmieder
Ground Management Officers	Hooper and vacant (Cllr Shattock to be asked)
IT and Sound System Support	Aldridge
Legal Officers	Peeks and Schmieder
Press Officer	Clerk

26/06 Minutes of the last meeting held on Monday 27th April 2026

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

26/07 Matters from the minutes – There were none

26/08 Correspondence

26/08.1 It was **resolved** to note the correspondence log. It was noted the emptying of the cigarette bins had been included on the cleaner's contract

26/08.2 A formal complaint had been received regarding the water storage tank in the pavilion, which was discussed in depth by councillors. Cllr Aldridge proposed that the complaint was treated as a vexatious and to respond advise the reasons why. Cllr Hooper requested a named vote. Cllr Vaughan seconded the proposal. There was no counter proposal

- **Resolution –** To treat the complaint as vexatious. Proposed Cllr Aldridge, seconded Cllr Vaughan, with Cllrs Payne and Schmieder in favour, Cllr Hooper against.

It was agreed councillors would wait for the office to respond to the complainant, as this would be the correct response to be professional and polite

26/09 Finance

26/09.1 Approval of the accounts for payment.

Proposed by Cllr Aldridge, seconded by Cllr Vaughan, **resolved**

26/09.2 It was **resolved** to note the attached Expenditure Analysis as of 30th April 2026.

26/09.3 It was **resolved** to note the Estimated Provisions for April 2026

- The Pavilion Maintenance and Development Fund would be renamed Capital Investment Fund
- At the end of the financial year, consideration would be given for the general fundraising surplus to be added to the Capital Investment Fund
- **Resolution** – To accept the above changes
Proposed Cllr Aldridge, seconded Cllr Vaughan, unanimously resolved.

26/09.4 It was **resolved** to note the WWMRG Charity fundraising income and expenditure analysis.

- The “Pavilion Fundraising” section would be amended, to only include Bingo. This would offset running costs of the Pavilion (to fund revenue expenditure)
- The remaining headers, being Bags to School, Collection Boxes, Film club, Indoor Car Boot / online sales, would be reallocated under the “Main Fundraising” section
- At the end of the Financial Year, the “Main Fundraising” income would be considered and surplus potentially reallocated to into the Capital Investment Fund. (to fund capital expenditure)
- **Resolution** – To accept the above changes.
Proposed Cllr Vaughan, seconded Cllr Aldridge, unanimously resolved.

26/09.5 It was **resolved** to note the Pavilion running costs against hire income analysis.

- It was agreed the costs of the website would be included on this sheet
- The Fundraising would be changed from general totals, to just Bingo income

26/09.6 Bank Reconciliation for April 2026 - It was unanimously **resolved** Cllr Vaughan would sign the reconciliation. Proposed Cllr Payne, seconded Cllr Aldridge

26/09.7 Bank Signatories – It was **resolved** the signatories would be the same as the Parish Council, with the removal of Cllr Hooper, at Cllr Hoopers request. Proposed Cllr Payne, seconded Cllr Vaughan

26/10 Report from Officers

26/10.1 Ground Management Officers Report

- Vandalised light bollards – discussed under item 26/14
- Cost to split electricity supply between car park lights and outside lights at the changing room end – discussed under item 26/15

26/10.2 Building Management Officer Report

- Cigarette bins – no update, a photograph of the chequer plate was awaited
- It was noted the new playground equipment had been installed

26/10.3 Asset Management Officers Report

- Clearing of the Barn – Cllr Peeks had contacted St Peters First School to ask if they would like the wooden stage returned, which they had declined but would enquire around other schools
- Cllr Peeks had approached another group who had expressed potential interest; however, they would first need to assess the availability of suitable storage
- It was noted the wooden steps would be retained, as they could be used with the pavilion stage
- It was agreed that, should the above leads not come to fruition by the next meeting, the stage would be advertised on social media platforms at a price of £50.00.
- Storage Shed - It was noted the option of installing a storage shed behind the pavilion had been investigated, however, insufficient space was available. It was therefore agreed that this item would be removed from the agenda

(Cllr Hooper left at 8.40pm)

26/10.4 Legal Officers Report – no update

26/10.5 Events and Fundraising Officers report

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

26/11 Information Board

Cllr Peeks had advised that the records stored at Dulverton had been examined, but the names of all individuals involved in the planting of the trees could not be verified. Members agreed that, in the absence of a full and accurate list, no names would be displayed on the board.

26/12 Pavilion

26/12.1 Pavilion Clock - Members received the costings circulated by Cllr Vaughan for a replacement pavilion clock. It was acknowledged that a prior resolution had been made not to replace the clock. Should the matter now fall outside the six-month rule, a price would be obtained from B. Walsh & Sons covering scaffolding, removal of the current clock, and installation of a new unit, to support a fully informed decision.

26/12.2 Drinking water supply in Foyer – no update

26/12.3 It was noted that the noticeboards were in a state of disrepair. It was agreed that quotations would be sought for replacement or repair, with installation costs included

26/13 Resolution passed to exclude members of the press and public from the remainder of the meeting, due to commercial sensitivity

Proposed Cllr Aldridge, seconded Cllr Vaughan and unanimously **resolved**

26/14 Vandalised light bollards – Quotations had been received for the following, which were considered:

- Removal of the bollards and capping at ground level
- Cut off bollards and remove from service permanently
- **Resolution** – To accept the first option, at a cost of £700.00 + vat, for the removal of the bollards and capping at ground level and request that the Parish Council authorise the work and fund from the grant funding being held in the Parish Council provisions for the WWMRG Charity
Proposed Cllr Vaughan, seconded Cllr Aldridge, unanimously resolved.

26/15 Lighting – A quotation had been received to split the supply between the car park light and the lights on the outside of the building, at the changing rooms end

- **Resolution** – To accept the above quotation at a cost of £171.00 + vat, and request that the Parish Council authorise the work and fund from the grant funding being held in the Parish Council provisions for the WWMRG Charity
- Proposed Cllr Payne, seconded Cllr Aldridge, unanimously **resolved**.

26/16 Matters for the next meeting to be held on Monday 22nd June 2026

Projector

Meeting closed at 8.54 pm

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