

WILLITON WAR MEMORIAL RECREATION GROUND

Minutes of the Meeting of the Trustees held on 26th July 2010 at 7.00 pm at The Council Chambers, Williton

Attendees:

Trustees: Woods, Chadwick, Lapham, Hooper, Aldridge and Bigwood
Other: Mrs J Johnson-Smith
Public: None
Press: None

Apologies:

Trustees: Vaughan, Peeks and Saunders

10/14 Apologies as noted above

10/15 Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Aldridge	10/17.4	Prejudicial	Spoke as member of public
Cllr Hooper	10/17.3 & 10/23.1	Personal	None

10/16 Approval of the Minutes of the Meeting held on 24th May 2010

It was **resolved** to approve the minutes subject to changing all references of individuals referred to as Trustee to Cllr.

10/17 Matters Arising from the Minutes

10/17.1 (Item 10/04.1) Cllr Adlridge advised that he had met with the Groundsman and carried out risk assessments of the welding and fixed power tools. A further meeting was scheduled with the Clerk and Finance Clerk on 3 August. Work in progress included PAT testing, electrical equipment, fire procedures and notices and identification of hazardous substances. A further meeting would be scheduled with the Groundsman to carry out more risk assessments. A request was made to ensure that the old wooden ladder was disposed of.

10/17.2 (Item 10/06.5) It was **resolved** to note the response from the District Council stating that no charges would be made for the hire of the chamber.

10/17.3 (Item 10/12) It was **resolved** to note that any request to EDF regarding funding for any facilities on the ground needed to be connected to their development and no further action could be made until the outcome of the proposed "Park and Ride" scheme had been decided.

10/17.4 (Item 10/05.2) Due to the problems of accessing the land belonging to the Village Hall Steering Committee from Long Street due to an overhanging tree, it was **resolved** to grant a "one-off" access from Robert Street for the purposes of accessing the land with an excavator provided that any damage, if made, was made good. A letter of confirmation to this effect would be requested from the Steering Group.

10/18 Correspondence

10/18.1 It was **resolved** to note the contents of the correspondence log and that one item from the Parish Council had been incorrectly logged.

10/18.2 It was **resolved** to note the Charity Commission News and the War Memorials Trust Bulletin and Notice of Conference.

10/19 Finance

10/19.1 It was **resolved** to pay the following accounts

Invoice No	Creditor	Item	Amount incl VAT	VAT	Chq No
	Somerset Playing Fields Assoc	Subscription	10.00		52
4459	GA Sully & Sons	Roof Repairs	467.65	69.65	53
92170	Wickstead Leisure	Play area	101.07	15.05	54
755054	Radmore & Tucker	White Line Powder	208.68	31.08	55
	WPC	Ins, Play Area, Audit, H&S	3202.91		56
226030	Playsafety Ltd	Playground inspection	91.66	13.66	57

It was **resolved** to include Cllrs Hooper and Woods as signatories to the account to replace Cllrs Gower and Morse who had resigned.

10/19.2 It was **resolved** to note the bank balance as at 30/6/10 = £13,796.81.

10/19.3 It was **resolved** to note the bank reconciliation.

10/19.4 It was **resolved** to defer the Current Account analysis to the next meeting.

10/19.5 It was **resolved** to agree and sign the statement of accounts and audit 2009-2010, however it was further **resolved** to amend the fixed assets to state that all values should be the insured value. An additional entry for the memorial ground of £15,000 should also be made. It was noted that the play equipment was to be transferred to the Trustee's assets from the Parish Council in the next financial year.

10/20 Report from Groundsman

It was **resolved** to carry out the repair work to the roof of the Play Shelter after spates of vandalism. It was **resolved** to write to the Police for advice on ways to keep the vandals off the roof and it was further **resolved** to research the application of a sticky material to the roof to deter the removal of slates. It was **resolved** to note the Play Area Safety Inspection Report and ask the Groundsman to follow up any relevant actions and to copy the report to Wickstead asking for advice and costs in order to rectify the problems with the multiplay equipment outlined in the report.

10/21 Report from Officers of Working Groups

10/21.1 Ground Management Officers

Concern was expressed regarding the very low branches of the tree located near Long Street and it was **resolved** to write to the District Council to ask permission to cut the lower branches. Branches of an old elm tree that had fallen near the hedge by the Doctor's Surgery needed clearing and the Goundsman would be asked to do this.

10/21.2 Budget Monitoring Officers

It was **resolved** to note the response from Janice Malarkey regarding the Section 106 funds and to write to her requesting that funds were held for the Trustees until they had completed the process of putting a scheme together. Cllr Chadwick agreed to draw up costings and plans later in the year for a project to renovate the Changing rooms to include cladding the walls, renewing the roof and installing decking.

10/21.3 Building Management Officers

This item is covered under item 10/21.2 above

10/21.4 Asset Management Officers

Assets to be included in the Asset Register were discussed at item 10/19.5 above

10/21.5 Legal Officers

It was **resolved** to note that the Land Registry had advised that the land had now been duly registered. Responses from landowners at Long Street with copies of their deeds had been received. The Clerk agreed to meet with Cllr Peeks to go through the detail and ascertain the relevant access rights to the ground.

10/22 Report from Fundraising Group

It was **resolved** to write to the Village Hall Steering Group to thank them for organising the Village Fete which had been very successful. It was further **resolved** to note that due to poor response the Fundraising Group would no longer meet but the Trustees would look at other events and groups hiring the ground and try to slipstream fundraising opportunities with other events.

10/23 Parish Plan – Items relating to Memorial Ground

10/23.1 Section 5

5bi To encourage use of the ground by slipstreaming with other events.

5bii To refer this section to the Parish Council

5biii It was suggested booking a band including organising refreshments and it was **resolved** to appoint a working party to look at ways of doing this and to set a budget. Cllrs Hooper, Bigwood and Woods agreed to take this forward.

5biv It was felt that the present children's play equipment was adequate but equipment more suitable for adults would be investigated. Cllr Woods agreed to do this.

10/24 Two Year Management/Action Plan for WWMRG to include items identified in Parish Plan

This item had been covered earlier in the meeting.

10/25 Re-instatement of Grass Verge following construction of the wall at Croftways

It was **resolved** to write to the residents of Croftways asking for contributions towards the cost or remedial work to reinstate the damage done to the grass and verge.

10/26 Matters for the next meeting to be held on Monday 4th October 2010

Meeting closed 9.12 pm