

# WILLITON WAR MEMORIAL RECREATION GROUND

## Minutes of the Trustee Meeting held on 31<sup>st</sup> January 2011 at 7.00 pm at The Council Chambers, Williton

**Attendees:**

**Trustees:** Woods (Chairman), Vaughan, Chadwick, Peeks, Lapham, Hooper, James, Lakin, Bigwood, Saunders and Richards  
**Other:** Mrs J Johnson-Smith  
**Public:** None  
**Press:** None

**Apologies:**

**Trustees:** None

10/51 **Apologies as noted above**

10/52 **Declarations of Interest**

Name	Agenda Item	Interest	Action
Cllr Hooper	10/54.1	Personal	None

10/53 **Approval of the Minutes of the Meeting held on 22nd November 2010**

It was **resolved** to approve the minutes.

10/54 **Matters Arising from the Minutes**

10/54.1 (Item 10/41.2) It was **resolved** to note with regret the reply from Friends of the Memorial Ground that they were unable to help with fundraising.

10/55 **Correspondence**

10/55.1 It was **resolved** to note the contents of the correspondence log.

10/55.2 It was **resolved** to note the newsletter, Chartered Standard Notice and Code of Conduct from Williton Football Club

10/55.3 It was **resolved** to note the brochure from Countrywide Grounds Maintenance and to keep on file.

10/56 **Finance**

10/56.1 It was **resolved** to pay the following accounts

Approved for payment by FAC in December 2011							
Date	Invoice No:	Creditor	Item		Amount	VAT	Cheque No:
16.11.10	ACU945	Travis Perkins	Building Maint	C	5.21	0.77	000062
27.10.10	30419	Gliddons	Sacks/bolts	C	38.04	5.66	000063
Approved for payment by FAC on 17 <sup>th</sup> January 2011							
24.11.10	30546	Gliddons	Pull switch & box	C	16.08	2.39	000064
11.01.11		WVHS – replacement for lost cheque 000049	Refund following cancellation of fun day	C	20.00		000065
11.11.10	19,475	Agritrac	Keys for tractor shed	C	51.27	7.64	000066
Accounts for payment 31 January 2011							
11.01.11	ACW467	Travis Perkins	Wire Brush for workshop	C	3.38	0.56	000067

10/56.2 It was **resolved** to note the bank balance as at 31/12/10 = £14,522.76.

10/56.3 It was **resolved** to note the bank reconciliation had been carried out.

10/56.4 It was **resolved** to note the current account analysis and to ask the Finance Clerk to check the column relating to fee refund in April being listed as an overspend.

10/56.5 The Finance Clerk had given an explanation as to the best method of invoicing the Football Clubs. The Clerk was asked to check charges for the hire of pitches from other villages in order to make some comparisons in fees. It was further **resolved** that charges would still apply to any charity fundraising events.

10/57 **Report from Groundsman**

The Clerk advised that the groundsman had noticed that the sledgehammer had been stolen when the tractor shed was broken into but hadn't noticed the loss at the time of the break-in. The Clerk was asked to log the theft with the Police. It was noted that there was a lot of mud and leaves around the changing room area and near the entrance and the edging needed cutting back to the stones and the Groundsman would be asked to carry out this work. It was **resolved** to produce a schedule of work for the Groundsman which could be discussed at his Staff Review.

## **10/58 Report from Officers of Working Groups**

### **10/58.1 Ground Management Officers**

It was **resolved** to note that the work to the trees had been carried out.

### **10/58.2 Budget Monitoring Officers**

It was **resolved** to note that the finances were within budget.

### **10/58.3 Building Management Officers**

It was **resolved** to note that the Changing Rooms had been recently inspected for Legionella and was found to be in a good state.

### **10/58.4 Asset Management Officers**

The Officers agreed to review the Asset Register before the next meeting.

### **10/58.5 Legal Officers**

An informal response had been received from the Solicitors stating that no properties had a proven right of pedestrian access apart from Nos 40, 44 and 46 Long Street where there was a grey area and it was possible they had a right. However any other resident would need to prove they had access for 20 years or more to the Land Registry and register the proof with them. There was no proof that any property had vehicular access and it was **resolved** that letters were written to the residents advising them of the legal situation. It was further **resolved** to write to the Bowling Club asking for evidence of rights of vehicular access.

## **10/59 Parish Plan – Items relating to Memorial Ground**

- 10/59.1 5biii Trustee Woods proposed that the music event should take place on the ground the afternoon of 29<sup>th</sup> April to coincide with the Royal Wedding. It was **resolved** to proceed with the organisation of the event in the form of a picnic and to book the West Somerset Brass Band at 3pm. Trustees Woods, Bigwood and Hooper agreed to form a working party to organise the event and to ask the Social Club if they would provide a bar and marquee. The Clerk was asked to apply for an Entertainments Licence.

## **10/60 Report from Working Party to discuss Action Plan**

Replies had been received from the Football Clubs stating clearly that they would not be able to use the ground if there were no showers provided. The Clerk was asked to reply stating that their comments had been taken into account and no action would be taken to remove the showers.

Trustee Chadwick asked if he could put forward a proposal for a pavilion, which he felt may not need planning permission, at the next meeting.

## **10/6` Matters for the next meeting to be held on Monday 28<sup>th</sup> March 2011**

Royal Wedding  
Changing Rooms/Pavilion Project

Meeting closed 8.38pm