

WILLITON WAR MEMORIAL RECREATION GROUND

Minutes of the Trustee Meeting held on 25th July 2011 at 7.00 pm at The Council Chambers, Williton

Attendees:

Trustees: Woods (Chairman), Koch, Vaughan, James, Hall and McDonald
Other: Mrs J Johnson-Smith
Public: None
Press: None

Apologies:

Trustees: Peeks

11/11 **Apologies as noted above**

11/12 **Declarations of Interest**

There were none

11/13 **Approval of the Minutes of the Meeting held on 23rd May 2011**

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

11/14 **Matters Arising from the Minutes**

11/14.1 (Item 11/04.3) Changing Rooms/Pavilion Project The Clerk advised that she was still awaiting details of costs of the project from David Chadwick. It was **resolved** to take this item off the agenda.

11/15 **Correspondence**

11/15.1 It was **resolved** to note the contents of the correspondence log.

11/15.2 It was **resolved** to note the Annual Inspection Report of the Play Area from RoSPA and to deal with any actions at 11/17 below.

11/15.3 It was **resolved** to continue to subscribe to the Somerset Playing Fields Association.

11/15.4 It was **resolved** to note that the football clubs wished to continue to use the pitch for the forthcoming season. It was further **resolved** to write to the clubs inviting them to send a representative to the next Trustees meeting in September to put forward the idea of the clubs preparing the ground for their matches in order to free up the Groundsman's time for other duties.

11/16 **Finance**

11/16.1 It was **resolved** to pay the accounts on the attached list

11/16.2 It was **resolved** to note the Current Account Expenditure Analysis and Financial Reserve Estimated Provisions and to note the bank balance as at 30/6/11 = £19,699.93. It was **resolved** to investigate the S106 monies for purchasing play equipment or a skate ramp and to look at the 10 Year Management Plan again at the next meeting.

11/16.3 It was **resolved** to note the bank reconciliation was carried out by Trustee Vaughan.

11/16.4 It was **resolved** to approve and sign the Receipts and Payments accounts 2010-2011 and to note the comments made by the auditor.

11/17 **Report from Groundsman**

It was **resolved** to note the written report from the Groundsman. It was suggested relocating the beacon to another location before making any repairs and to ask the Environment and Planning Committee of the Parish Council to suggest suitable locations. There was some concern at some of the issues highlighted in the Annual Inspection of the Play Area and the Groundsman would be asked to prevent the roundabout from being used pending enquiries as to the best remedial action to take regarding the surfacing. The Clerk was asked to contact Wicksteed to ask if they could carry out an independent inspection and make recommendations to remedial work or replacement equipment with relevant costs.

11/18 **Report from Officers of Working Groups**

11/18.1 Ground Management Officers
There was nothing to report.

11/18.2 Budget Monitoring Officers
There was nothing to report.

11/18.3 Building Management Officers
The Clerk was asked to check with the Groundsman if the walls had been cleaned in preparation for painting. The replacement of the changing rooms needed to be prioritised in the 10 Year Action Plan.

- 11/18.4 Asset Management Officers
All items of crockery had been added to the Asset Register. It was **resolved** to note that the fridge had been replaced by one donated and it was **resolved** to arrange for this to be PAT tested after the move to the new office.
- 11/18.5 Legal Officers
The Clerk advised that the Bowling Green had not been registered with the Land Registry who were therefore unable to supply any information regarding access rights.
- 11/19 Appointment of Entertainment/Sports Working Group**
It was **resolved** to defer this item, but it was felt that rather than a Working Group this responsibility should fall to an Officer.
- 11/20 Lunchtime Picnic 3rd September 2011**
It was **resolved** not to go ahead with this event as the band was not available and the date was close to the Street Art which was being organised by the Parish Council.
- 11/21 Royal Jubilee Celebrations – June 2012**
It was **resolved** to use the ground for a celebratory event on 5th June and to try and book bands and invite other organisations to take part in arranging activities. This matter would be taken to the Parish Council.
- 11/22 Matters for the next meeting to be held on Monday 26th September 2011**
10 Year Management Plan

Meeting closed 8.35pm