

**Minutes of the Wellow Recreation Trustees meeting
27th October 2016**

Present: Hugh Prentice
Mike Clarkson
Rob Greig
Marcelle Speller
Ollie Hartnell
Bea Dowty
Heather Andrews

Apologies: Beth Jackson
Peter Gaines
Debbie Clarkson

Bea was welcomed to her first meeting as a Trustee.

1. Minutes of the meeting held on 29th September.

These were agreed and accepted as a true record.

2. Matters arising:

2(a) Young People consultation

Ollie (with Marcelle) have completed the survey form and publicised it. Mike had asked sport leaders to pass details on to their children. The response rate so far has been disappointingly low. Agreed to extend the deadline for completion and try renewed publicity. Some interest in basketball – a suggestion that WR could fund some ‘taster’ training sessions if sufficient interest.

Actions: Mike to re-approach sports groups and ask for contact details of members/families with aged 11+ young people who could have direct contact made with them

Ollie (with Marcelle) to arrange additional publicity (handouts etc) through the shop, minibus school-run and Friday night pub.

Ollie to contact those who had replied by email, exploring their interest to get more involved and test out the level of interest in basketball

2(b) AGM

Approach to other organisations about shared AGM about to go out. Suggested foci for our AGM content to include pavilion plans and future of the play area.

Action: Rob to start planning AGM

2(c) Play Area and Magic Box

Beth had reported prior to meeting that she had started discussions with Magic Box and would report further at the next meeting.

Action: Beth to report back on Magic Box discussions

Heather reported that B&NES training for health and safety inspection of the play area was taking place the following week. It was noted and agreed that the best people to undertake regular health and safety inspection reviews would be the parents of children who were regularly using it.

Action: Heather to contact Gair and Rachel to encourage parents of play area users to engage in health and safety training

3. Fund Raising

Following a wide ranging discussion about fund-raising, it was noted and agreed that:

- The budget sets income targets for the different sport/activity groups that meet their direct operating costs and sinking funds and no more. Groups will raise this through a combination of charges of activities (training, pay as you use etc) and occasional sport based social events.
- The small grant/funding from the Parish Council covers most of the remaining day to day operating costs (grass cutting etc).
- Fund-raising is thus needed primarily for discrete one off 'project' costs. These might be developmental (e.g. the pavilion), or significant maintenance (e.g. play area or drainage) or new on-going costs (e.g. Portaloo, noticeboards)

From this, it was noted and agreed that there were two types of fund-raising we needed to organise around:

- (a) Fund-raising social events.
 - These will primarily be through the new cross-village group. Beth and Debbie are the WR reps on this. The Safari Supper is planned for December 3rd
 - Other smaller one-off fund-raising socials can still take place but must not clash with the cross-village ones. These would be most effective if they are linked to a specific issue or project.
- (b) Grant applications and similar
 - We need someone to take a lead on this. Ron's excellent work to date on fund-raising is appreciated. Marcelle will speak with him about attending WR Trustee meetings to help maximize the benefit of what he is doing.
 - Noted that the Local Giving 'account' is in the name of Wellow Recreation but money is going into WVT account. Also some confusion with the last Local Giving appeal in that one email referred to Wellow Recreation generally and another from WVT to the pavilion.

Action: Marcelle to speak with Ron about linking into WR Trustees and continue to convene a discussion with Beth and Peter about fund-raising. Marcelle to consider development of a fund-raising 'narrative' for WR – i.e. what we do with money and what we need to raise money for – linked to the minutes above

Mike to ensure Local Giving donations are linked to WR account

4. Finance and budget update

Mike reported a net inflow of £125 over the month.

Bills are outstanding from B&NES for grounds maintenance, but with uncertainty about what they will be doing over the winter.

Action: Mike to speak with B&NES to seek a reduction in ground maintenance payment over the winter as they appear to be maintaining less frequently than the contract stipulates.

5. Progress with Lease

There is no progress with this. The draft wording about a maintenance caveat was sent to the PC. However, the Parish Council did not discuss the matter at their last meeting. No meeting has taken place with WVT Trustees to confirm them joining up with WR. It was agreed it was essential that this happens prior to the next WR Trustee meeting.

Action: Mike and Hugh to arrange WVT meeting prior to next WR meeting to seek agreement to joining WR.

Heather and Debbie to seek to ensure the lease is discussed and agreed with our proposed wording, at the next PC meeting.

6. Building works

A new drainage report has been issued by the PC's consultants. This emphasizes the need to reach agreement with neighbouring land-owners about water flow onto the field from their land. It was noted that action was needed rapidly to commit the Sport England funds but also noted that costs were likely to be above what the PC had available.

Action: Heather and Debbie, supported by Hugh, to progress through the Parish Council.

Hugh to progress, with the PC, the previous suggestion about sandbags in the interim to divert water flow.

The tennis court re-surfacing works have been largely completed and are on schedule. Chris Wordsworth was thanked for his work on this.

7. Site Management Group meeting

The SMG has met – but only Netball, Football and Play Area reps were present. Those present were generally positive about progress to date in getting their facilities used. The WR budget was presented, including income targets for sports groups. These were accepted as reasonable, though in some cases challenging. The request for each group to develop a young people's involvement plan was also discussed. Groups are to come back with plans at a later date.

Bea agreed to take on the role of second Trustee on the SMG.

Action: Mike and Bea to ensure requests to SMG about (a) young people's involvement plans and (b) agreement to budget, are communicated to those not present at the meeting.

8. Date of Next Meeting

It was agreed that, given other commitments and Xmas, the November and December meetings would be replaced by one meeting in early December.

Action: Hugh to organize a doodle poll for an early December meeting