

## Wellow Recreation

### **Confirmed Minutes of a Trustee Meeting held on 11<sup>th</sup> January 2016**

Present: Hugh Prentice (Chair)  
Rob Greig (Vice Chair)

Apologies for absence were received from Mike Clarkson (Treasurer), Rupert Dewey (Secretary), Sian Johnson and Heather Andrews. (n.b. detailed comments on agenda items had been received in advance from MC and SJ)

The Chair has received a letter of resignation of Christina Chauveau as a Trustee. This was accepted with regret. Christina indicated a willingness to continue to help in other ways.

#### **1. Minutes of Meeting held on 10<sup>th</sup> December:**

The minutes were agreed with some minor corrections.

#### **2. Matters Arising from the Minutes:**

Minute 2(a). The opening of the bank account has been delayed for procedural reasons. This has now been resolved and it should be open within a week

##### **Action MC**

Minute 3. The following have now confirmed that they will join the Site Management Group (SMG):

- Shirley Betts representing the Village Hall Committee
- Gair Burton on behalf of the Children's Play Area (and also taking a lead interest in the fitness area for the time being).
- Erica Smith representing boules.

The first meeting is proposed for the end of January/early February.

##### **Action SJ**

Minute 5. In the light of feedback received on the hire/charging policy it was agreed to clarify that the hire charge for village fund-raising or similar activities will only be levied once a position of surplus has been reached. The proposed policy is being sent this week to the Parish Council, Horticultural Society, Village Hall Committee and Magic Box, requesting discussions with each.

##### **Action RG**

Minute 6. The Parish Council has agreed to contract with Sight Lines to develop the specification for grounds maintenance. The costs will be deducted from the £1,800 PC grant to WR in 2016/17 that was agreed at the January PC meeting. MC and SJ will support the Parish Council in this work.

##### **Action MC and SJ**

Minute 7. The group of people progressing the Pavilion proposal on behalf of the Parish Council has met. SJ is representing Wellow Recreation in this work. The current proposal involves:

- Use of the building as a multi-sports facility
- Location between the tennis courts and children's play area
- Inclusion of a disabled toilet accessible from within the pavilion, coffee/tea making facilities with a sink and a serving counter between this kitchen facility and the seating area
- The north side of pavilion backing to be walled with a predominance of glazing around the three other sides to ensure that parents can observe children on the play area as well as on the tennis courts
- A wrap around deck/terrace with some form of cover to shield from the elements
- The architect being asked to explore design ideas based on a glazed and timber construction which will weather well.

The Trustees are happy with these proposals.

### **Action SJ**

### **3. Drainage on the Field**

There was lengthy discussion about the proposal to improve drainage on the football field area and the funding offered to do this from Sport England. The Trustees understanding is that drainage is a long-standing issue that is created by issues beyond the immediate playing field. There is significant run-off from farmland above the playing field and some historic drainage around the play area, car park and village hall that should discharge via pipework parallel with the access road and is understood to be blocked or broken. There are also issues about how existing and possible future drainage would or should connect to the main village surface water drainage system in the High Street.

The Trustees understand that the current drainage proposals to be funded by Sports England are likely to significantly resolve the flooding problems on the football pitch area - other than in times of heavy rain when the underground storage may be insufficient to hold the water. They would not, however, address the wider issues on the site as a whole.

The Trustees noted that they currently have no formal authority in relation to this issue, (i) pending the agreement to a lease with the Parish Council and (ii) with some of the issues appearing to be connected to the Village Hall lease which may have obligations in relation to drainage. The Trustees can thus only advise the Parish Council of preferred actions.

The Trustees considered three options:

- a) Recommend that the Parish Council accept the Sports England funding as a partial solution to assist the football and related drainage issues
- b) Urge the Parish Council to obtain more detailed professional advice on the cost and feasibility of creating a long term drainage solution for the whole site, including repairing broken/blocked drains and linking fully

into existing village drainage systems and hopefully integrating such recommendations with the Sports England proposal.

- c) Continuing with the status quo and accept in times of heavy rainfall some of the field might not be usable.

The Trustees view is that option (b) is the preferred option as our interests are in the site as a whole being viable. If the Parish Council do not wish to do this or the outcome of option (b) is either cost prohibitive or technically not possible, then we would support options (a). Option (c) is not a preferred option.

If option (a) is progressed, then the Trustees understanding is that the Parish Council will need to enter into a covenant that the playing area continues to be used for sporting and recreational purposes for 25 years. The Trustees would be happy to accept the obligation for this in the lease that is to be agreed between Wellow Recreation and the Parish Council.

Given the above, deciding on and completing option (b) is not feasible prior to the theatre production in July or the Flower Show in September. Thus, if that option is pursued, the work should be recommended to commence in mid September.

**Action: HP to communicate this information to the Parish Council and those progressing the Sports England application.**

#### **4. Communication/website**

Agreed that RG will take a lead responsibility for communications strategy, supported by Christina Chauveau. RG and CC to liaise with Joe Karthausser to establish the website as a matter of urgency – using the purchased web identity. Minutes and other key documents to be posted on the website.

Key headlines from Trustees meetings to be posted if possible through the village email newsletter and Parish Church newsletter.

**Action: RG**

#### **5. Insurance**

Discussion deferred in RD's absence.

#### **6. Lease**

Discussion deferred in RD's absence. Agreed it is a priority to encourage the Parish Council to agree the lease and also confirm some form of interim authority to Wellow Recreation on relevant issues pending agreement to the lease.

**Action: HP to arrange urgent meeting with the Parish Council.**

#### **7. Any Other Business**

7a **Theatre Production.** Discussions have been held with Ron and Sheilagh Humphries about their outdoor theatre production in July. The Trustees agreed

to support this and help to promote it. Financial arrangements have been discussed and agreed in outline. Any surplus, (after field hire charge), to be retained by Wellow Recreation to help in further theatre productions. Ron and Sheilagh are underwriting any possible loss.

7b **Trustees.** Marcelle Speller has agreed to be co-opted as a Trustee. This was unanimously agreed (including by those absent who had indicated support prior to the meeting). It was noted that there are two other Trustee vacancies and it was agreed to take steps to co-opt people to these roles. It was suggested that one person might take a particular interest in promoting use of the resources by different groups and the other be a young person (16-18) to promote links to the young people in the village.

**Date of Next meeting; Thursday 28<sup>th</sup> January. Venue tbc.**  
Agenda to include budget, lease and insurance.