

**Draft minutes of Wellow Recreation Trustees Meeting**  
**1<sup>st</sup> June 2017**  
**Held at Hillscroft, Wellow**

**Present:** Hugh Prentice  
Mike Clarkson  
Debbie Clarkson  
Beth Jackson  
Ollie Hartnell  
Peter Gaines  
Lyn Doman  
Heather Andrews  
Bea Dowty

1. **Apologies** All Present

2. **Trustee Appointments**

Revisited the need to ask Prakriti Karthausser if her offer still stands to join WR as a trustee and if so, invite her to join the next meeting in June. **Action Beth Jackson**

3. **Minutes of Previous Meeting**

These were not agreed as a true record of the meeting held in April. A new draft will be created to reflect the debate and reviewed ahead of the next Committee meeting and approved alongside the draft May minutes. Action BJ and PG

4. **Matters arising:**

4.1 When the Wellow Sports project was set up 4 years ago it was a requirement of the referendum (condition 5), that once the project was delivered, to set up one Charitable Incorporated Organization ('the CIO') to manage all the activities on the Village Hall & Playing Field site. Wellow Recreation was set up with the objective to become a 'one organization' concept. However, as a committee, trustees feel that a different course of action would be more beneficial and agreed the need to discuss a revised approach with the Parish Council at the next PCC meeting, so that we can work in accordance with their decision.

4.2 Background

Until 2 years ago all the sports, including tennis, were part of one Wellow Sports project managed by one project team, however since its launch in June 2015 Wellow Valley Tennis has developed strongly as an independent association, registered with HMRC as a Community Amateur Sports Club (CASC), is of a national standard of excellence (2 recent LTA community awards), is financially self-sustaining, successful in attracting membership and actively promoting its sport for all age groups with top class coaching from Team Bath Tennis. In short Wellow Valley Tennis provides a valuable service to the community. WVT management committee see no benefit in merging with Wellow Recreation and have voiced concerns about a potential dilution of its finances and self-governance if this were to happen.

The Village Hall committee have also rejected (in the short term) the concept of merging within one Wellow Recreation umbrella organization for similar reasons (loss of control over finances and governance).

Wellow Recreation have held extensive discussions with all groups and feel the most appropriate course of action is to find an acceptable solution, which benefits both the parishioners and all users of the playing field and play park.

Wellow Recreation currently work on behalf of the other sports groups (and the outdoor theatre) who are regular users of the field (outside the Tennis facility) working to maintain sports pitches, fix equipment and other general maintenance, which ensures all areas are kept in good, safe repair across all sports.

WR also operate a vehicle for banking, fundraising (with HMRC Gift Aid), and to maintain their sports pitches and fixed equipment.

WR recognize that there are significant differences between the level of participation and the quality of the Tennis facility compared to the rest of the sports played and supported on the playing field. However, sports outside

Tennis operate successfully in their own right on a different scale, which is entirely appropriate for team players and parishioners today.

#### 4.3 Proposal

WR propose to focus on the day to day management of the playing field and play park as a contractor to the Parish Council and as a representative of the other sporting and cultural groups. We also propose to place a hold on future attempts to oblige WVT to surrender its lease to the tennis courts and merge with Wellow Recreation, despite the outcome of the referendum outcome as listed in condition 5.

WR Trustees agree this solution will meet the needs of the Parish Council, be acceptable to the majority of parishioners and be financially sustainable using the existing funding model (grants from the PC, contributions from sporting and cultural groups and fundraising via the Community Chest). Suppliers will continue to invoice the Parish Council for their services and payment will be made by the PC (following recommended approval by WR), thus enabling 20% VAT to be reclaimed.

Capital expenditure projects, such as the replacement of equipment in the play park, the sports pavilion, playing field drainage and perimeter fencing, would be the subject of separate fundraising effort and managed on behalf of the PC (as the owner of the assets) by project teams made up of representatives of all the organizations (PC, Village Hall, WVT and WR).

Wellow Recreation would negotiate with WVT, on behalf of the other sporting groups, an agreement for access to and use of the future Sports Pavilion with contributions towards the costs of maintenance of the pavilion and toilet from each group and from WR itself.

Wellow Recreation should also take the lead in bringing together the leaders of the various sporting and cultural groups, including Wellow Valley Tennis, to

discuss how to cooperate actively to promote sport and fitness on the playing field.

WR trustees hope this will satisfy parishioners who voted in the village consultation for one unified approach to promoting all the sports on the playing field.

#### 4.4 Conclusion

WR trustees agree that a pragmatic solution, which is acceptable to the village as a whole is the best way forward should be put forward to the Parish Council.

Wellow Recreation will write to the Parish Council explaining the reasons for this decision and offering to formalise a contract as 'managing agent' for the playing field and play park on behalf of the Parish Council, with responsibility for raising the additional funds needed for day to day maintenance of the areas from the contributions of the sporting and cultural groups who use the facilities and also through our share of the proceeds of the fundraising activities of the Wellow Community Chest. Wellow Recreation will request the PCC to re-visit the original conditions laid out and inform WR how they wish to proceed.

#### 4.4 Children's Play Park

The children's play park is currently in need of a vehicle to coordinate day to day maintenance on behalf of the Parish Council. A group of parents who are giving their time to keep the play equipment safe should be consulted as to how Wellow Recreation can work with them and other village groups to help to raise the funds necessary for a complete renovation of the play park and its equipment.

A group of fellow parents and residents will conduct a safety inspection of the children's play park weekly via an organized Rota.

An organised workday is planned to go ahead on Saturday 10<sup>th</sup> June, to make interim repairs to the play area.

Longer term re-design of the play park is in planning, which will require a significant fund raising effort. Currently being led by Rachel Kotchie.

## 5. **Young people's involvement** (carried forward)

Ollie agreed to take on the role of liaising with and seeking out views/opinions of young people in the village. Agreed to start with a focus on those aged 11 upwards (i.e. secondary school age who are thus able to be self-reliant in use of facilities) but not excluding those who have left school.

Various suggestions were made such as designated times for younger people to meet and use the facilities.

It was agreed that the starting point should be to go out and ask younger villagers what they want Wellow Recreation to be doing for them and how they wished to use the facilities. It was agreed that:

All sports groups to be asked to provide a list of young people known to them for Ollie to contact as part of the target audience. Following this, Ollie needs to email these people to inform them of the young peoples sport in the village **Action MC and OH**

Ollie to plan/propose an approach to seek views/opinions and engage with young people across the village, covering how to contact them, how to seek views etc. **Action OH. (MS to be asked to support him in this)**

It was also agreed that each sport group should be asked to produce a plan for how it will go about increasing involvement of young people during 2017. **Action MC continued**

## 7. **Maintenance**

### 7.1 Boules

Lyn Doman asked if reflective edging was possible around the Boules edging to warn of the trip hazard. Agreed to instate cycle reflectors and keep a watching brief around the reported trip hazard. **MC Action** to purchase reflectors

### 7.2 Drainage

Progress with the issues of drainage will continue to be noted and, in particular, that the root cause of the problem where water running onto the site from neighbouring agricultural land.

Debbie Clarkson updated WR trustees that everything is set to start the drainage project after the flower show in 2017. The work is being led by Robin Campbell and Andy Smith. Wellow residents Duncan and Vicky Hammerton, will be updated with the latest plan. **Action DC**

As part of the drainage works project, in principle, WR agree that cables to enable power and electrics is a good idea. .

7.3 Improved signage on dog waste instated by Action MC closed.

## 8 **Field Management**

### 8.1 Cricket

Cricket nets are deemed safe to resume regular play on Sunday's

£29 Annual member contribution has been requested from regular players for ongoing maintenance and repair. MC confirmed that WR accounts had started to receive some payments.

WR has received confirmation from the PCC that they have been given the go ahead from the insurance company to repair the cricket cages.

Work will go ahead to provide a place for the cricket cage wheels to rest on each side of the surface matting, instead of the grass.

The Saturday Cricket team are planning to dig a strip on the southern edge of mats, lay boarding and fill to correct the levels, which will allow the wheels to run level to the surface matting.

### 8.2 Football

Goal mouths are in need of repair. The Top soil has also worn away and hardcore is now showing through. Repair contract is with BANES and goal mouth restoration is estimated at £340. Works agreed for later in the year when the season ends as discussed with Mike Clarkson & Kevin Jackson.

### 8.3 Boules

Regular meets organized every Wed 6pm. New flyers and social media advertising regular meets and competitions now live. The Boules members are hoping to compete in local competitions.

## 9. **Finances**

£6883.17 in the bank account £500 expected from gift aid. Append Income 2016/17 statement to the minutes. **Action MC**

## 10. **Fund Raising.**

### 10.1 Community Chest

Update requested for the next WR meeting the forth coming Community Chest events and timetable.

BJ updated that the friends of St Julian's are organizing the next community chest event, which will be held on the 16<sup>th</sup> September.

Confirm when the next WR Safari Supper will be held.

## 10.2 Fund raising initiatives

WR trustees identify the need to develop a sensible list of field based projects which we know can be very successful fund raisers.

In addition to the theatre production, we mentioned

- an acoustic "buskers" day with refreshments.
- YHA's iconic ambassadors (Alan Hinkes or Sarah Outen) to give a slide show at either the Village Hall or Fox & Badger.
- Tennis Ball roll to be organised to coincide with the Wellow Flower Show in aid of the Wellow Play Park re-design.

## 10.3 Fund raising initiatives. Repeat update from May Minutes:

PG now personally registered with Funding Central on behalf of Wellow Recreation, and have started to receive regular NCVO updates on funding opportunities for our areas of interest, namely sport and recreation, arts etc.

Following a hand-over session with Ron Humphrys, PG has made a start in following up some promising leads. These include two organisations which focus on the dedication of open space to long term sport and leisure use. Fields in Trust (contact Jamie Grubb) provided helpful advice but indicated that a pre-requisite normally takes the form of a deed of covenant provided by them to establish and maintain the facility's long term use. This sounds like an unnecessary and potentially expensive step for WRC for a facility whose long term application is already secure.

Contact was also made with the Playing Field Legacy Fund. In this instance, we have been advised that preference would be clearly given to facilities with a proven record of working with the disadvantaged community. This raises a fundamental question for WRC as to its interest to forge genuine and lasting partnerships with the disadvantaged to aid a broader funding programme. This requires careful consideration.

Conversations have taken place with Entrust, the regulator responsible for the Landfill Community Fund. The latter offers the opportunity for landfill operators to offset their support for community projects against corporate taxes. Early indications were that the community project would need to be situated within a 10 mile radius of a participating landfill site. However, there may be a more liberal interpretation in considering a broad range of sites occupied by the participating company such that for example, at least one organisation based in Derbyshire is listed as a potential funding source. This will be pursued further.

Entrust were very helpful, and offered good advice to clearly reference successful funding applications with e.g. Sport England as evidence of credibility.

## **11 Other Business**

11.1 Hugh Prentice does not agree with the proposal as laid out in 4.3 and reminded the trustees at the meeting and in writing that when the Wellow Sports project was set up it was not a logical aspiration that one CIO was set up to manage the whole field, it is a requirement of the referendum conditions – condition 5:

*5) Some form of legal entity, to be agreed by the Parish Council, will be formed to contain the liabilities of the sports/tennis and to manage the sports/tennis. The Management Committee of this legal entity will include provision for two Parish Councillors. The legal entity will be “not-for-profit”, and offer limited liability to the trustees*

For this reason, Hugh Prentice resigned as Chairman of the Wellow Recreation with immediate effect.

A detailed account of proposals can be provided upon request to Beth Jackson.

11.2 Beth Jackson agreed to replace Hugh Prentice as Chair of WR in addition to the Secretary role until the next AGM.

11.3 Peter Gaines agreed to be Vice Chair of Wellow Recreation.

11.4 Discussed the need for a WVT representative to attend the next WR meeting and all future meetings. Action Beth Jackson

11.5 Agreed the need to fulfill vacant WR trustee posts and invite Prakriti Karthausser to the June WR committee meeting

11.6 WR to make the proposal at the next PCC meeting in June. Action BJ

11.7 Agreed to request a WVT representative to attend the WR committee meeting in June. BJ and PG.

11.8 BD offered to help HP with the Website and provide the updates.

## **12. Next Meeting**

Next meeting will be held on the 29<sup>th</sup> June at Hillscroft.

## APPENDIX