



**Draft minutes of Wellow Recreation Trustees Meeting
Monday 1 October 2018
Held at: The Sports Pavilion, Wellow**

Present: Beth Jackson – Chair
Peter Gaines
Bea Dowty
Mike Clarkson
Debbie Clarkson
Katherine Black

Apologies: Lyn Doman, Sibella Crockett-Chauveau

1. Projects

1.1 Play Park Project

- First fund raising team event held on 30 September 2018: was the Ball Roll.
The event was a great success. Promotion very effective and it raised:
£481 + the £85 spent on prizes.
- The Play Park Appeal is 'on the radar' now. It needs to be maintained via:
Play Park Polly funding thermometer
Writing a piece about the ball roll for the Parish Post **- Action: DC**
Planning and promoting the next fund raiser
- Local Giving account for Play Park has funds of £121 so far
- Appeal Leaflet produced and all shown a copy.
- Focus will be on 2 key numbers: £50k for all big works needed
 £10k for local fund raising
- Planning in-hand for a timetable of events for 2019.

1.2 Funding Status (PG)

- Applications are in for £30/ 60k. We will know by the end of 2018 if any successful.
Those turned down can be reapplied for in 2019.
- Need to look for a secondary project to back up efforts and keep play park going
until cash funds come in.
- Big Lottery £10k this year and should be the same next year. Issue of name change
dealt with. This elicited calls to PC and all is settled and going ahead ok now.
- It was G/Weston 60th Anniversary. This will not repeat so unlikely funding source.
- Tesco, Waitrose etc will continue annually so will try again.
- Nationwide Anglia turned down and will not be able to repeat application.
- Looked into approx 20 funders and whittled then down to approx 8 relevant bids.
- Short on data for bids, ie: users of site, obesity issues, ages etc.
Action - All need to help.
- Ongoing sponsorship for pavilion via corporate offer is slow.
- KB: Mufti Day at employers raises £700 and WR is on list for consideration.
- BD: Charity number needed to get onto giving facilities on Facebook, eBay etc.
These offer the opportunity to fund raise via members appeals. **- Action MC**
- Plan an Art & Entertainment week based around the Theatre.
This sits well with the desire to change the approach to community events to one



big event instead of lots of small ones, ie: a charity ball.
Wellow Arts Week: Team, led by Dave Workman, to create several smaller events in place of community chest. All felt this worth exploring.

2. Funding/Accounts (MC)

- Stated accounting is complex now that there are several accounts.

2.1 Income & Expenditure 09 July – 29 September 2018

- Went through I&E accounts in detail.

Summary:

Opening Balance	5739.15
Income	2776.18
Expenditure	-1934.95
Ring fenced	-3052.57
Free cash	<u>3527.99</u>

2.2 Cherry Orchard 2018 Account – Breakdown covered in full

Summary:

Income	4553.16
Expenditure	-3110.96
Surplus	<u>1442.20</u>

2.3 Community Chest

- Safari Supper, 1 Dec, important event for the winter funds.
- Apple Day donations wanted with an apple theme. BD is baking apple cake.

2.4 Charity Commission

- BD maintaining the information on website.
Needs responses to requests for up-to-date information.
- MC submitting accounts
- BJ to complete chair report

- Action All

3 Pavilion Status (Pavilion Team)

3.1 HUB account – Stock is up at the moment so account status is ok.

Over winter PR: tap into cyclists and walking groups. Advertise to groups.

- MC went through I&E accounts in detail.

Summary:

Income	1489.06
Expenditure	-1741.48
Inventory approx value	150.00
Profit/Loss	<u>-102.42</u>

3.2 Pavilion Account- MC went through the I&E accounts in detail.

Summary:

Underwritten by WVT & WR	1,500.00
Income (Yoga)	20.00
Expenditure	984.43
Cash Deficit	-964.43
HUB approx loss	<u>-1066.85</u>



- BJ queried financial plans for pavilion from January 2019, ie:
 - Promoting paid use of facilities
 - Lease change: to return land the pavilion is on to PC?
 - Need to identify when available, demand and target groups
 - Create a plan for renting out and costing
 - All above need to be actioned by end of November
- Action Pavilion Team**

4. Field Management Group (MC)

4.1 Field Status & Update on usage:

- Football pitch will be off limits from 2 October:
 - Sports England is funding 60 tons of top dressing, levelling and re-seeding costs.
 - The pitch should be good for use by early next year.
- BJ queried whether the school can use the tennis courts without going through Team Bath. DC confirmed they do not. The school has been informed about when the courts are available.
- Cricket: East v West match at Norton St Philips went well but a number of injuries!

4.2 Field Management Group update – no meeting this month.

4.3 Field Jobs – Some dangerous areas on the Play Park need urgent attention.

- RK has a carpenter's quote of £230: make tunnels and an area by the swings safe.
- Agreed: WR will underwrite and be reimbursed by PC later. - **Action MC/DC/RK**

5. Admin (BD)

- Trustees approved May & July Minutes.
 - Take out word 'draft' and post all minutes onto website. - **Action BD**

6 PR - Website (KB)

- Calendar for booking out the pavilion being investigated: likely to be Google based, with contacts for booking.
- Investigated the Parlour Shop website: web developer cost £300. Checked this out and concluded that KB will use the new plug-ins that are available on WR site.
- Photos and information for website to be emailed to WR Secretary for uploading directly into media section for KB to access; saving duplication of work load.
- Set-up a meeting for all to view and share feedback on the new web design.

- Action KB

- Social Media – no report in SC-C absence.

AOB - Boules players have requested there be no loud music played on the tennis courts as it is distracting during boules matches. WVT will be informed. - **Action DC**

- Car Park on field: PC rejected idea, based on feasibility study & no current parking issues. The situation will be monitored.

- Wellow photo archive? Considered a good idea and to ask J Rees about it. - **Action DC**

Next Meeting:

Wednesday 14th November 2018

Thursday 6th December - Christmas Meal (optional)