



**Draft minutes of Wellow Recreation Trustees Meeting
Tuesday 13 November 2018
Held at: The Sports Pavilion, Wellow**

Present: Beth Jackson – Chair
Peter Gaines
Bea Dowty
Mike Clarkson
Debbie Clarkson
Katherine Black
Sibella Crockett-Chauveau

1. Apologies: BJ for late arrival

The following was discussed before BJ arrived:

PG - queried LD's absence - BD confirmed that they have permanently resigned from WR

DC - queried LD's vacant role as Village Hall rep. All felt the link with the hall committee helpful and that they should be approached to appoint a new one.

PG - suggested we begin to consider identifying future trustees to replace those stepping down at next AGM (PG is likely to be doing so)

DC - will no longer be PC rep after their AGM next year as she intends to resign from the PC.

BD - reminded all about the Christmas Meal on 6th December. DB, MC cannot make the 6th so all wanted the date changed to 5 December at 7pm; everyone can attend then.

2. PR (brought forward on agenda)

2.1 Social Media (SCC)

SCC - explained they have been unable to access Instagram & Facebook recently but will have a new iPad soon so will resume handling both accounts.

PG - queried the effectiveness of social media and how it can be measured.

SCC - explained that Instagram appeals to younger audiences. WR currently has 106 followers, some have attended events as a direct result of seeing them posted.

FB appeals to an older age range.

The measure is in how many people react to posts, like the page and share information.

BD - confirmed posts, likes and comments regarding boules and other sports are effective.

New players have attended boules via information on their FB page.

BD - Reminded all to help by taking photos at events and send to SCC for the media sites.

Moving forward: SCC & BD will meet up for BD to hand over social media fully to SCC.

Action – BD & SCC

(JB present for the remainder of meeting)

2.2 Website (KB)

KB - Displayed the new version of website on TV screen and explained the theme changes.

It is more responsive but not fully compatible with mobile devices. Showed the home page to illustrate this. All present discussed the changes fully.



- BJ - Requested more up-to-date photo's of all sports be added to home page header in format of a collage. All need to bear in mind photo needs when on the field. - **Action: All**
Also, to change to less text with a short 'shout out' for sports instead and less content for speed of use.
- PG - Felt it important to highlight that WR is a charity supporting the PC by managing the playing field in the 'about us' page.

2.2.1 New Calendar (KB)

- KB - Explained the new calendar, sourced from Google and linked to village calendar.
- BD - Showed all that the calendar becomes covered in tennis events when on monthly view and queried why; feeling it gives the impression the pavilion is rarely available for hire.
- DC - Stated it needs to show when the tennis sessions are so that potential bookers know there will be tennis players using the facilities at that time. All sports groups can block off time but anyone can come into the pavilion at those times.
- BD - Felt that this would discourage private booking enquiries and limit earnings from hire, which are needed if the pavilion is to earn its keep.
- PG - Queried whether private bookings would want to have sports people coming into the pavilion during their events. DC stated this would not be possible.

A full discussion ensued about what the pavilion calendar should be populated with, whether it should be linked with other calendars and how it can best be used to aid private bookings and avoid discouraging enquiries for private hire.

It was agreed that the pavilion needs to be booked during the tennis coaching sessions when the HUB is in operation and the calendar was changed to indicate 'all welcome' at that time.

KB - Stated the next step is to provide sports leaders access to the calendar.

BJ - Felt sports have calendars on their own websites therefore the pavilion calendar should be standalone for private hire and HUB only.

DC - Confirmed Pavilion bookings will be by email or telephone via DC.

BD - Suggested the booking telephone number be displayed on the calendar and in contacts.
All agreed.

Action - KB

BJ - Issue will be raised for discussion and finalised at the pavilion team meeting next week.

Minutes of Pavilion Team meeting to be send to BD; to be recorded with the WR Minutes.

Action - DC

3. Projects (PG)

3.1 Play Park Appeal - PPA

- Big Lottery, potential of £10k this year: concerned to still be waiting to hear from them.
- NCVO, Charity Overlords state funding opportunities are massively oversubscribed.
- Postcode Lottery & Health Lottery are both relevant; offering funding of £5k up to £50k.
- South West area notice for People's Health Lottery opens 12th December 2018.
- The Postcode Lottery is scheduled to open in early 2019 and their site will trigger a notice to PG when available to apply. The funding is NOT available to PC's.
- Most 2018 applications that are unsuccessful can be reapplied for in 2019.
- PPA is in Waitrose Community Matters, January 2019 - shoppers vote for 3 causes to share funds.

Action - PR to village about this is important



4. Funding (MC)

4.1 Play Park Appeal funds - MC went over in detail. Current Total: £1313.78

BD – Boules has booked the pavilion for the annual New Year's Event and will donate funds raised to the Play Park Appeal. All are welcome and PR will go out about it in December.

Action - BD

DC – Will find out about the cost of buttons, key rings and remembrance crosses to sell.
Action - DC

4.2 Income & Expenditure 29 September – 15 November 2018

- Went through I&E accounts in detail.

Summary:

Opening Balance	6580.38
Income	1793.99
Expenditure	-592.93
Ring fenced	-4104.82
Free cash	<u>3676.60</u>

4.3 Community Chest

- Safari Supper, 1 Dec, 60% sold out

- Apple Day went off well – WR share £76.20 of total raised

5 Pavilion Status (MC)

5.1 HUB account: June – October 2018

- MC went through accounts in detail.

Summary:

Income	1722.08
Expenditure	-2043.93
Inventory approx value	120.00
Profit/Loss	<u>-201.85</u>

MC – Spanish lessons in the HUB will raise £10 for the pavilion, with the remainder going to the Play Park Appeal weekly.

- HUB needs more marketing/advertising.

Action – Pavilion Team

5.2 Pavilion Account: April – October 2018

- MC went through the accounts in detail.

Summary:

Underwritten by WVT & WR	1,500.00
Income	50.00
Expenditure	-1082.71
Cash Deficit	-1032.71
HUB Loss	- 201.85
Approx Loss	<u>-1234.56</u>

- Loss is as anticipated in first year of operation.

- Reconciliation is needed between WR & WVT to equalise shared expenditure.

- Marketing is very important to get this going!



6. Field Management Group (MC) – No meeting of group to report

6.1 Field Status & Update on usage:

- Football pitch is improving well due to ideal weather conditions.
- BANES has completed final cut and leaf clearance. All ok.
- Green Gym has offered to do organic weed clearance on paths and running track.
- Play Park has had some cleverly done repairs and another is being done soon.

6.2 Field Management Group update – no meeting this month.

6.3 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**

7. Admin (BD)

- Trustees approved October Minutes.

Take out word 'draft' and post onto website.

- **Action BD**

- Christmas meal attendees confirmed and date to be changed to 5 December at 7pm

- **Action BD**

AOB - Christmas Trees in the church discussed and agreed to do a Wellow Recreation tree that encompasses WVT and all sports on the field.

Next Meeting: Wednesday 6th December - Christmas Meal (optional)
2019 meeting TBC