



## Draft Minutes of Wellow Recreation Trustees Meeting Thursday 31 January 2019 The Sports Pavilion, Wellow

**Present:** Beth Jackson – Chair  
Peter Gaines  
Bea Dowty  
Mike Clarkson  
Debbie Clarkson  
Lyn Doman

**Apologies:** Sibella Crockett-Chauveau  
Katherine Black

### 1. Admin/PR (bfwd) - BD

4.1 Trustees approved November Minutes. Post on website.

**Action: BD**

1.1 All confirmed they had received and read KB's report on website. They agreed the new theme looks attractive and that it is important for the information to be up-to-date.

Stressed the need for information/photos to be sent to webmaster.

**Action: ALL**

1.2 Social Media: Has not been maintained recently. All felt this needs attention.

#### 1.4 Discussed Trustees status:

PG - intends to stand down as a trustee but, for continuity, will continue with the fund raising role and provide a periodic update to trustees.

BJ – intends to stand for re-election and willing to continue as chair if offered the role.

KB – BJ stated KB standing down, as is unable to attend meetings due to a change in family circumstances.

SCC- Term completed as Youth Rep; DC will discuss status with her.

**Action DC**

BD – Standing for re-election but does not wish to continue as secretary; offered to maintain the website/cover the social media role after AGM. All, but one trustee, agreed to this with a show of hands.

LD, MC, DC, – Willing to stand for re-election.

#### 1.4.1 Vacancies established for 3 trustees and one F.M.Group youth rep; a non-trustee role.

-BJ will meet with KB to do handover and then with BD to plan future of WR website, Facebook and Instagram.

**Action BJ**

-PG stated that WR will need a replacement vice-chair and someone to take over the funding role when the current applications have run their course.

-PG suggested posting an advert for interested people to come forward.

-MC suggested considering a model with fewer trustees, plus satellite committees.

-DC explained how W.V. Tennis model works.

-BJ explained the casual, fun way the Community Chest is run; with a diverse group of individuals that get a lot done.

-BD voiced concerns about making changes to WR that are outside of the remit of the written constitution; a legal document that requires 8 trustees. Asked if changes would need to be put to all the members (residents of the parish) to vote upon.



## 2. Projects

### 2.1 Play Park Appeal (PG)

- Explained that most of the grant applications are only applicable to the Play Park and there is a grey area in the supermarket funding that is causing some confusion.
- Went on to explain how these funding avenues work regarding the number of applications per year allowed.
- Stated that the C/Chest & funding applications have worked well but issues are arising re crossover requests for funding. There is a need for communication to avoid Wellow applications appearing too frequently and ultimately losing the right to apply.
- DC observed that the Play Park is benefiting from events organised by other groups.
- BD confirmed a fully sponsored children's event is planned for 28 April 2019.
- BJ stated that a 10km run planned for October is a Play Park Fund Appeal event

### 2.2 Community Chest (BJ)

- Stated that the C/Chest raised £6,000 last year but this year has more competition from other groups. There is concern over the number of events throughout the year, leaving little space for the C/Chest x 4 events.
- Approached AS re: WVT Caribbean evening and agreed a share of the profits for C/Chest.
- PTA & C/Chest to jointly host an event at the trekking centre on 13 July, with hog roast, & music by Firefly; hosts to have an equal share of profits.
- 'Wellow's Got Talent', planned for November/December, is not the WR C/Chest event.
- The safari supper (the WR led C/Chest event) is to be rested in 2019. All discussed this and agreed a different format needs to be decided after the AGM.
- Reminded all of the need to collaborate with C/Chest about events.
- DC stated that concerns raised by the Parlour Shop and WR about their reliance on C/Chest funding is important to note. Not all village events are C/Chest ones. There are 3 events planned so far but there is room for a fourth around September–December time.
- MC stated, as treasurer, that WR depends on the C/Chest income and reminded all that the Play Park is a project and therefore a separate issue.

### 2.3 Funding Status (PG)

- Awaiting results from applications for funding:
  - o Postcode Lottery – will know if meet criteria to go onto stage 2 by end of March
  - o Waitrose tokens ends 31 Jan
- Meeting soon with SJP to request permission to apply for funds for Play Park Appeal.
- MC stated: ODT is not applying for new grants but any already ongoing will continue. Has spoken with Bath councillors and a request will be made for a four figure sum from funds set aside for community projects; requesting a payment from the community infrastructure levy re Bubblers Dytch development. Also applied for £1000 grant from Co-op Bank.
- MC went over the Play Park Appeal income, which on 30/01/19 stands at £1628.78.

# WELLOW RECREATION



## 3. Admin (cont.) BD

### 3.1 Meeting dates:

- Trustee meeting dates tbc after AGM
- Pre AGM prep meeting: 20 March 2019, in pavilion
- AGM: 28 March 2019, in pavilion

### 3.2 AGM public awareness:

- Discussed and agreed notices on village noticeboard, in Parish Mag and Parish Post

**Action: BD**

### 3.1. AGM attendees discussed and agreed to invite:

- Sports Leaders
- Andy Smith – WV Tennis
- Dave Workman – Wellow Arts (ODT)
- Rachel Kotchie – Play Park Appeal
- Amanda Dennes – Community Chest

**Action: BD**

## 4. Accounts (MC) – Went over the 2019 Preliminary Budget in detail, covering:

4.1 Income Totals	<u>2016-17</u> Actual	<u>2018</u> Actual	<u>2019</u> Draft Budget
	<b>£11436.23</b>	<b>£7541.97</b>	<b>£3800.00</b>
4.2 Expenditure Totals	<b>-£2862.21</b>	<b>-£8978.66</b>	<b>-£3775.00</b>
4.3 Final Cash Balance	<b>£8574.02</b>	<b>£7137.33</b>	<b>£7162.33</b>

BD- as Boules Group Leader, queried the figure of £300 budgeted for boules contribution and stated this should be £200; the achievable amount as agreed.

BJ –agreed with MC to make an application to the outdoor theatre for a proportion of funds to be released to WR.

**Action: MC**

## 5. Pavilion Status (MC)

5.1 Accounts	<u>2018</u> Actual	<u>2019</u> Draft Budget
HUB	<b>-£99.75</b>	<b>-£100.00</b>
Pavilion	<b>-£447.14</b>	<b>-£500.00</b>

BJ - explained WR has underwritten pavilion costs to date and feels this should continue.

MC – confirmed WR agreed to underwrite losses of up to £1k per year; equal to half the amount which is shared equally with WVT and reviewed annually. Unlike WVT, WR has no membership fee so a strategy on how to raise revenue is needed.

Has discussed running costs with WVT and AS offered the remaining £1300 of the pavilion building funds to set aside as a reserve fund.

BD – gave BJ information on a fund raising 100 club for consideration and stated that WVT uses the pavilion the most, has the funds and therefore should pay a larger proportion of costs than WR.



## 5.2 Bookings (DC)

Plans are in place for private hire charges and promoting the facilities.  
Showed everyone the new Hire information sheet.  
Seeking hires for children's tennis parties, evening and weekend events.  
WVT committee members willing to actively promote pavilion hire.  
A flyer to promote pavilion will be created.

**Action: DC**

- BJ intends to speak with Peter Downey for an update on corporate sponsorship and to plan future strategy.

**Action BJ**

## 4. Field Management Group (MC)

**4.1** It is important to promote sport on the field and to relaunch all forms of football.  
MC will meet with KJ to put a plan together and discuss who can help with the different areas.

**Action MC**

**4.2** Field Management Group update – no meeting this month.  
MC will arrange a meeting asap after AGM.

**Action MC**

**AOB - LD** – advised that work is planned at the rear of the village hall and to the side of the car park. There will be a digger and small lorry arriving within the next month to clear the footpath.  
The Hort Soc shed will be erected after the works are completed.

**Next Meetings:**  
- Pre AGM prep meeting: 20 March 2019 in Pavilion, 7:30pm  
- AGM: 26 March 2019 in Pavilion, 7:30pm

Signed By Chair: