

# WELLOW RECREATION

## Minutes of Wellow Recreation Trustees Meeting

**Monday 20 May 2019, 8:00pm**

**Held at Fox & Badger Inn**

**Present:** Beth Jackson – Chair  
Bea Dowty  
Mike Clarkson  
Lyn Doman  
Giles Pearman

**Apologies:** Debbie Clarkson  
Heather Andrews  
Jonathan Wyld  
Katherine Black

### 1. Welcome New Trustees (BJ)

#### 1.1 Appointment of roles:

Chair – Beth Jackson	Proposed - MC	Seconded - LD
Treasurer – Mike Clarkson	Proposed – BJ	Seconded - GP
Secretary – Bea Dowty	Proposed – LD	Seconded – (Bfwd next meeting)

#### Appointment of New Trustees:

Lyn Doman	Proposed - BJ	Seconded – BD
Heather Andrews	Proposed - BJ	Seconded – LD

#### Tasks:

- Giles Pearman - agreed to replace Peter Gaines and continue play park funding efforts.
- Website – Kathryn Black
- Village Hall Representative: VH to nominate Bea or Jonathan to replace Lyn Doman?
  - MC queried the existence of the VH role.
  - BD stated that as the village hall is part of the facilities on the field a nominated V H trustee is appropriate but they nominate one themselves, not WR.
  - BJ will refer the item to JW. **Action BJ, JW**
- Constitution - Jonathan Wyld will look after all matters arising.

#### 1.2 Meeting Management:

Meetings to be 1 hour long.  
No questions when people are presenting, wait until they finish speaking  
Frequency 6-8 weeks.  
Meeting Place – Pavilion & Wednesday is the best day pavilion is available.  
Next Meeting date agreed as: Wednesday 17 July 2019.

### 2. Projects

#### 2.1 Play Park

- In process of finalising design based on parental input, BANES advisor and selected providers.

- Updated final estimates from approved providers (including provisions for a second phase development if current funds are limited).
- Meeting with BANES 31<sup>st</sup> May 2019
- Fencing estimates being sought by LD. Two site visits so far and third asap. The fence by the pavilion is very insecure. Quotes requested for whole and for each side individually. Quotes also requested for the fence at far end of field.
- Post-election pursuit of BANES financial support for fencing etc.
- Re-visit of e.g. Medlock Trust (via Peter Downey?)
- Project planned to start in Autumn 2019.
- Trustees will be briefed on progress, activity and when appropriate make decisions together.

## 2.2 Funding Status (BJ)

- Magic Box donation of £5k received.
- Shadow Puppets and the Mad Hatters Tea Party held on 28<sup>th</sup> April. Thank you all for help and especially Bea from WR. Total £326 raised for the Play Park Appeal
- We were unsuccessful in our application for a £2000 award from Greggs Foundation. No reasons were provided but we are permitted to re-apply during the 2020 calendar year.  
The scheme received more than 1600 applications this year; an increase of 350 more than the previous year.
- This is the last outstanding application made under the tenure of Peter Gaines, who has resigned as a trustee but will continue to offer support to Giles Pearman in the future.
- Next action: look for funding opportunities. Evaluate whether we meet the criteria. for Ecclesiastical funding.
- Funding Summary: £35, 500 Grants and £8k Community - Total £43,500.

## 2.3 Outdoor Theatre (BD & MC)

- Posters have been placed in prominent positions in local area & on social media.
- Banners put-up at the Peasedown entrance to the village and Odd Down P&R.
- Ticket sales in place at Parlour Shop and Bath Box Office. Total sold to date: 40.
- Insurance against cancellation in place.

## 3. Funding (MC)

### 3.1 Income & Expenditure Statement:

20 March – 18 May 2019

<b>Opening balance</b>	<b>£8,150.95</b>
Income Total	£7,393.92
Expenditure Totals	-£1,446.74
Ring-fenced for groups	-£10,887.79
<b>Free Cash Balance</b>	<b>£3,210.34</b>

### 3.2 Community Chest BJ

- Postcard Art Raffle – raised £1610, with a further £90 due from IOU's.
- £535 to be distributed to each of the community chest charities and then a final reconciliation once the IOU's are received.
- Summer Party next event will be a shared Community Chest and St Julian's School PTA event and will be held on 13<sup>th</sup> July

# WELLOW RECREATION

- Caribbean Evening 28<sup>th</sup> June

## Queries:

BD – To take some of the pressure off Community Chest and do something positive to help themselves, why doesn't WR put on a Village Sports Event in the summer to raise funds for the field; led and organised by WR Trustees?

Response: Discussed in general with no firm decision made.

**3.3 Bank Account Signatories** Existing signatories MC, BJ & BD to continue.  
GP will replace PG and needs to be added **Action: MC**

## 4. Pavilion Status (MC)

**4.1** Bookings are increasing.

Honesty box is working well.

Broadband is a large expense, action is in hand to reduce costs. **Action: MC**

Water charges are shared with Village Hall; WR share covered by WR & WVT

Electricity is paid by WVT and shared with WR.

## Queries:

LD – Relationship between WVT, WR and PC regarding the Pavilion?

Response: WVT pays a peppercorn rent for land and Pavilion.

The Pavilion is owned by the PC.

Cost of Pavilion is covered 50/50 by WR and WVT

Electricity cost shares agreed between MC and WVT.

BD – Asked how much is collected via the electricity token box on the courts and whether it all goes towards paying the electricity costs?

Response: Tokens are purchased at the shop for £3. £2.50 goes to WVT per token.

LD – How much is made by WVT via tokens?

Response: This information is not in public domain.

BJ – Need to seek clarity on how much is collected from electricity token box.

**Action: MC**

## 4.2 Accounts

1 Jan – 18 May 2019

	<b>Income</b>	<b>Expenditure</b>	<b>Balance</b>
HUB	£212.08	£30.80	£181.28
Pavilion	£270.00	£642.44	£372.44

**Total -£191.16**

## 5. Field Management Group (MC) – Explained FMG for benefit of new trustee.

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

**Action MC**

## 5.2 Field Status

- Football: have returned to play on pitch. Greensward have chain harrowed to improve the playing surface.

- Cricket: Keith and Mr Boyce from Greensward walked around the nets.

Quotes to repair artificial strips on sides: £245 or £595 for new edge strip.

Cash raised by supporters for new bowling machine costing £800.

## 5.3 Sports Update

- Netball: Mum's play on Tuesdays. NB not part of WR.

- Bootcamp: on Wednesday, 9:30am. Cost £3.50 per session. Not charged by WR.

Queries:

BD – Commented on the need to finalise charges for private individuals use of the field.

Response: There are no set charges. They are set on a who/what/when basis, at the treasurer's discretion,

**5.4** Outdoor Theatre props will be stored behind the pavilion storage shed until a permanent storage space is found.

**5.5** Wellow Boules (BD):

Explained there is no report on boules. An issue was raised by the boules group committee on 2 April 2019 via email to the Chair, requesting concerns be brought to the attention of WR trustees, as an agenda item under AOB at their next meeting.

Gave Trustees a copy of the agenda item document for them to refer to.

- Established the Sub-group document is not legally binding.
- MC stated it lays down what groups need to follow to be in line with WR.
- BD asked that items listed be revised or removed to be more appropriate for sports.
- BJ stated this to be covered at a separate meeting by BD, JW & MC. **Action: MC, BD, JW**

Explained the negative impact on the boules group regarding:

- the queried sections of the sub-group document
- the lack of negotiation over the setting of field charges
- the uncertainty over how much boules will be charged each year

Made it clear the group is considering:

- disbanding and playing instead on a casual basis, FOC. This their right as WR Members.
- The league team would continue on an organised basis. If unable to play at Wellow piste, they can move to a different piste that is available FOC.

Stated this not what any of the boules group want to do but it will happen if the issue is not resolved fairly and amicably.

Requested:

- a fair, reasonable amount be negotiated and agreed with WR for the boules share of the annual field maintenance contribution at the start of each year, before the WR budget is finalised; with written confirmation from WR as follows:
  - Amount agreed and when payment will be due.
  - An invoice following the payment being transferred within the account records.

Discussed and agreed in principle. To be finalised in separate meeting with BD and MC.

**Action: MC, BD**

**6. Admin (BD)**

**6.1** - Trustees approved 20 March 2019 Minutes. Post on website.

**Action: BD**

**6.2** - 2019 AGM Minutes – individual feedback received

**6.3** - Trustee Meeting Days & Dates to be decided at end of each meeting.

- Established Wednesday is best day for holding meetings in the Sports Pavilion.
- Next meeting date agreed: Wednesday 17 July 2019.

**6.4** - Charity Commission

- AGM draft minutes need to be posted on CC website
- Trustees information needs to be updated

**Action: BD**

**Action: BD**

- B J stated: Jonathan Wyld has conducted a review of the WR constitution. He concluded that WR is constituted in the correct manner as a CIO and with limited liability.

# WELLOW RECREATION

The Charity Commission require CIOs to be constituted adhering to a preferred template WR have the great advantage of being a corporate entity under the Charities Act while not being a company registered under the Companies Acts.

It is preferable not to embark on changing the constitution unless there is very good reason to do so and certain aspects cannot be changed without the consent of the Charity Commission.

WR interested party so needs to be raised.

Surrounding documents fit for purpose.

When WR was set-up there were a number of proposed subgroups: Village Hall, WVT, and wasn't really sports specific. One charity to run the whole site.

Now, Wellow Recreation is lighter; as PC agent to support sports and manage the field. Treasurer is how money is apportioned, guiding principles around how we charge each of the sports.

WR has 14k in bank, 8k ring fenced for play park. 4<sup>th</sup> year achieve objective to provide for participation of sports, outdoor arts and replacement park.

## 7. PR

### 7.1 Social Media (BD)

- Posts added to Instagram and Facebook about Outdoor Theatre
- Need copy to post for future events: Caribbean, Hog Roast etc.

### 7.2 Website (KB) – No report available.

BD – New trustee profiles need to be added, existing trustee profiles need updating

## AOB - Village Hall – parking issues & field access (BD)

- Trustees read the information provided by the VH committee:

### ***'Village Hall – Car Park Agenda Item WR Meeting - 20 May 2019***

*The Village Hall committee wishes to inform Wellow Recreation of the following:*

*At the Village Hall meeting on 8 May the committee discussed:*

- *To officially allow sports people using the recreation field to park on the area of the Village Hall car park that adjoins the field near to the outdoor gym when the hall is not in use. The committee voted against.*
- *To allow the area of the Village Hall car park that adjoins the field near to the outdoor gym to be used for disabled parking. The committee voted for.*
- *To request that Wellow Recreation arrange for:*
  - a) the access bollards to the playing field be marked to clearly identify them.*
  - b) a sign be hung across the access bollards, stating parking must be for a limited period and only by individuals that remain on the field. This is to ensure the vehicles can be moved if access is required for any reason, especially in an emergency.*

*The committee voted for this; agreeing BD to advise WR at their next trustee meeting.'*

- BD explained that the first two points are statements of fact, for information purposes and the third point is a request for action required.

## Queries/Comments:

- MC informed all that the PC had been approached by WVT requesting that designated parking be made available for sports people on the hall car park. He stated sports groups

will need to be informed about the decision and wanted to know the precise wording required for the sign on the bollards.

Response: confirmed that the hall committee had brought the decision to W Rec's attention because they would like all sports made aware, not just WVT.

The wording for the sign would need to be agreed between MC and the hall committee.

- Two trustees asked for the definition of 'disabled'. Does it mean only blue badge holders?

Response: the hall committee does not want to be unreasonable. Put in the context of a sporting facility, infirmed may be a better description than disabled. This covers people with mobility issues that would find walking from the village car park too far.

For example:

- a footballer with a broken leg that has come to support his team. They would not hold a blue badge but would obviously need to park close-by.
- able bodied sports people that need to bring heavy or bulky equipment may also need to park for the duration of their session ie: cricketers with stumps, leg pads etc.
- anyone recovering from an illness that wanted to use the gym to regain fitness.

These kinds of exceptions could be individually considered and agreed in advance with the V Hall committee.

No objections were voiced by the trustees present.

- MC stated he would inform the sports leaders about the parking, clarify the signage for the bollards with the V Hall committee and complete the request, once clarified.
- BJ declared no action to be taken until she had made enquiries and checked the minutes of the hall committee meeting first.

**Action: BJ**

**Next Meeting:** Wednesday 17 July 2019 in Pavilion, 7:30pm

**Items for Agenda to be sent to Secretary by:** 10 July 2019

[wellow.secretary@gmail.com](mailto:wellow.secretary@gmail.com)