

# WWRSAL Management Meeting Minutes

14<sup>th</sup> Jan 2019 at 7.45pm

**Attendees:** Gavin Chater, Georgie Camfield, Yvonne White, Jane Bookham, Bev Reekes, Terry Bracey Wright, Martyn Turner, Les Kennedy, Richard Skidmore, Anthony Meah, Norman Rickard, Phil Robinson, Chris Phillips, Ginny Stride, Rob Fenn

***Quorum achieved.***

**Apologies:** Robert Boddington

## 1. RECEIVE AND APPROVE MINUTES OF 19<sup>th</sup> NOVEMBER

Unanimously approved

## 2. RECAP ON PREVIOUS MEETING'S ACTIONS STATUS

- a. Closed **Action: Gavin** to ask Bill Richards if he knew of someone who might now be interested in this role. Bill Richards had been approached for suggestions for the new secretary and had no new suggestions other than Sam who helped at the fete.
- b. **OPEN Action: All Clubs** to see if any members / locals would be interested {in Secretary Role} before advertising wider. No club responses had been received for the above post. Furthermore, a Postie to the village had also received no response. **Gavin** to send a more forthright message to the village explaining the severity of the problem.
- c. Closed **Action: Gavin** to request to clubs for extra help on Maintenance Committee. Georgie Camfield offered to help on the Maintenance committee and this was gratefully received.
- d. **OPEN Action: Martyn** to check with Katie Holt is she is willing to organise the fete, and if so what help / numbers of volunteers she needs Martyn had approached Katie Holt to run the Fete again but had not had a definitive answer. **Martyn** to chase again.
- e. **OPEN Action Gavin** to see whether an online calendar to organise day to day running/bookings/events can be incorporated into the paid Secretary's role before establishing another sub-committee. Pending appointment of a Secretary.
- f. **OPEN Action: ALL Clubs** to feed in any questions to be asked of the village about our 2019 Fete to Gavin and (Following c. above); **Gavin** to compile a survey monkey questionnaire to village about their requirements for / wishes of the village fete. No club responses were received about a questionnaire for the Fete, it was agreed more time was needed for the clubs to respond.
- g. Closed **Action: Gavin** to ask Danny to remove Punch bags and tractor tyres belonging to Danny remain outside at the Rec Ground Pavilion. Done, and removed.

- h. **OPEN Action: Martyn** to circulate contents insurance certificate to club representatives on WWRSAL via email so they could check that their club assets were covered.
- a. Closed **Actions (Terry and Georgie)** - Netball key access to floodlights had been resolved.

### 3. MAINTENANCE AND FUTURE PLANNING:

- a. Recreation Ground Football field holes- plans to make the field playable again **(Rob Fenn)**

Rob reported that he had been advised by a number of professionals to leave the cracks and let rainfall and nature repair itself. Six months later the cracks are still there and football cannot be played on the pitch. After some discussion it was agreed that Rob would organize the correct soil type to fill the cracks and then instruct Richard White to fill them in. The committee agreed a budget of £300 for this. Propser: TBW, Seconder R.Skidmore.
- b. MUGA & netball floodlights would need to be replaced as they are old and parts are/will be difficult to come by. What would be the plans for funding this? Suspect this wouldn't be cheap and we don't want to be in the position of waiting for them to go wrong and then have months without floodlights whilst we source funding all over again. Are we able to hold any money back for this? **(Georgie)**

It was agreed that the sinking fund that is to be initiated to cover surface replacement for the courts (MUGA and Netball) estimated at £5k would also be used to replace the floodlights when necessary. **Action – Martyn to include in Budgeting exercise ahead of March meeting.**
- c. Protecting the new courts from use – do we put locks on the courts / how do we safeguard against misuse by public? **(Georgie / Gavin)**

After some discussion it was agreed that combination locks would be installed on the new tennis court and the new netball court, however the joining door between the new netball court and the MUGA, and the MUGA doors would remain unlocked in the hope that whoever wanted to play on them would just use the MUGA. **Action – Georgie to purchase suitable locks, Gavin to sort signage so everyone could access the courts if they had someone to contact.**
- d. Junior Football pitches - the drainage is becoming an issue. Grass leaves the pitch and it turns to moss. There are FA grants so we need to be proactive. Verti draining? Whole field drainage? This could affect the cricketers so we need some planning **(Chris)**

Chris highlighted the problems with drainage on pitch 2 at the park. Yvonne kindly had brought along the drainage drawings showing that the pitch wasn't drained. It was agreed that Chris would explore the possibility of getting the pitch drained and the

details of the contractor previously used were passed on.

**Action Chris to report back on findings**

- e. Alternative surface for the MUGA? **(Chris / TBW / Georgie)**

After some discussion it was agreed that this is not currently feasible with current surfaces available for outdoor use. No further action.

- f. There are many trades across all sports groups, is there any appetite to use the club facilities to host a networking group, introduce work to another, learn more and keep trade local?  
**(Chris)**

Chris had raised the possibility of using the Park premises for a Networking group. The committee supported this and encouraged Chris to explore further. No further action.

#### 4. COMPLIANCE

- a. Charities Commission Return action due by end Jan 2019  
**(Martyn /**

**Gavin)**

Martyn and Gavin have yet to submit the report to the charity commission. It was noted that the accounts were not yet back from the auditors. Also Bev raised the issue that the accounts were possibly not approved, Martyn thought they had been but agreed to send them out again. **Action Martyn / Gavin to complete by 31 Jan 2019 and report back at the next meeting.**

- b. Confirming the WWRSAL Trustees **(Gavin Chater / Rob Fenn)**

The list of WWRSAL trustees is to be updated. The following have resigned – Peter Cooper, Dave Clemence and Jez Pugh, leaving the following trustees, Phil Robinson, Gavin Chater, Terry Bracey-Wright, Rob Fenn and Richard Skidmore. **Action Gavin to update the trustees list.**

#### 5. REVIEW AND AGREEMENT OF NEW BUDGET

- a. Sign off draft accounts for last year  
**(Bev)**

The Draft Budget was discussed and the following was agreed. That the club contribution could be raised to £5000 following a recommendation by TBW. The cleaning contract was to stay at the same amount but the number of hours was to be re-distributed slightly to now include the Pavilion. Lee raised the point that the clubs should be obligated to put on at least two events per year to increase the bar take and thus the profits from the bar. **Action - All clubs are asked to put forward their suggestions going forward at the March meeting.**

- b. Review / approve budget for 2019/20 **(Martyn)**  
**Carried over to next meeting.**

## 6. AOB

- a. "Extracting the Michael" email to Postie on 7th Nov 2018.  
Message reinforced to all clubs. No further action.
- b. Running club & Running Club banner.  
Andy from the running club asked for permission to put up a sign advertising the AVDC Active in the Community initiative. The Committee unanimously approved this and asked Andy to approach the Parish Council for final approval. In return the running club will endorse and support WWRSAL activities such as the fete.

### Next Meetings

Budgeting Meeting and Search for 2019/20 Treasurer - **11<sup>th</sup> Mar 2019**

Annual Accounts & Management Agreement review - **13<sup>th</sup> May 2019**

AGM - **22<sup>nd</sup> Jul 2019**

***Please arrive 7.30pm for a prompt 7.45pm start / 9pm finish***

***Meeting closed at 9:25pm***