

Members are hereby summoned, and members of the public and press are invited, to attend a meeting of the **War Memorial Commemoration Trust** to be held on **Monday 24 June 2024**, following the meeting of the Full Council, in the Council Chamber, Market Square, Crewkerne for the purpose of transacting the business outlined on the agenda below.

Note:

- **Members of the public who wish to view the meeting proceedings, either in real time or afterwards, can access the meeting via the following link: <https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>.**
- **Members of the public requiring assistance or reasonable adjustments to aid their attendance at council meetings are asked to contact the Council Offices in advance using the above contact details. Documents are available in large print by request.**
- **Recording of meetings is permitted under the Openness of Local Government Bodies Regulations 2014; please refer to the Council's Policy on Audio/Visual Recording & Photography at Meetings ([Recording-Meetings-policy-Feb-2022.pdf \(crewkerne-tc.gov.uk\)](#)).**
- **Public participation is welcome during the allocated Public Open Forum session, please refer to Section 3 of the Council's Standing Orders ([Standing-Orders-May-2024.pdf \(crewkerne-tc.gov.uk\)](#)).**

Katharine Sheehan FSLCC, Town Clerk (signed on original)
18 June 2024

Agenda

- 001/2425** **To receive and approve apologies for absence.**
- a. To record members present:
- Members who are unable attend a meeting should tender apologies in advance to the Town Clerk and the grounds for apologies tendered will also be recorded.
- b. To approve any apologies for absence:
- Members present to decide if the reason(s) for a member's absence are acceptable.
- 002/2425** **To receive declarations of pecuniary or personal interests in items on the agenda and any dispensations.**
- Members to declare any interests not currently recorded in the Member's Register of Interests or not notified to the Monitoring Officer of it.
 - Requests for Dispensations should be made in writing to the Clerk in advance of the meeting.
- 003/2425** **To approve the draft minutes of the War Memorial Commemoration Trust meeting held on 26 February 2024.**
- 004/2425** **Public Open Forum:** Questions may be put to the Trustees in person during this public participation session of up to 15 minutes and a maximum of 3 minutes per person. Issues notified to the Clerk a minimum of 3 working days before the meeting (i.e., by 5pm on the preceding Wednesday) will receive a response during this session. Issues raised in this session without prior notice may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda. The Mayor reserves the right to vary or extend these time limits.
- 005/2425** **Annual Accounts:** to approve the audited annual accounts for the year ending 31 March 2024.

- 006/2425** **Tennis Courts accessibility project:** to consider a report on access improvements and delegate authority to apply for external funding to the Town Clerk.
- 007/2425** **Severalls Jubilee Bowls Club:** to review the first draft of the new licence agreement.
- 008/2425** **To receive Matters of Report** (verbal reports for information only).
- 009/2425** **Next meeting:** TBC, as required.

CREWKERNE WAR MEMORIAL COMMEMORATION TRUST
RECREATION GROUND Registered Charity No: 304528

RECEIPTS and PAYMENTS ACCOUNT

31/03/2023	for the Year ended	31/03/2024
£	RECEIPTS	£
78.55	Investment Income	199.03
2,323.34	Rents	3,210.17
0.00	Tennis Court Fees	573.02
920.00	Grant	2,320.00
4.87	Bank Interest	29.45
<u>3,326.76</u>	TOTAL RECEIPTS	<u>6,331.67</u>
	PAYMENTS	
11.81	Bank Charges	134.82
3,894.95	Crewkerne Town Council - Contribution towards maintenance	5,999.68
<u>3,906.76</u>	TOTAL PAYMENTS	<u>6,134.50</u>

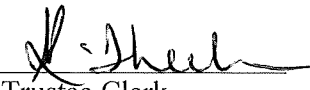
RECEIPTS AND PAYMENTS ACCOUNT RECONCILIATION

		£
580.00	Balance brought forward at 01/04/23	0.00
3,326.76	Add total receipts	6,331.67
3,906.76	Less total payments	6,134.50
<u>0.00</u>	Balance carried forward at 31/03/24	<u>197.17</u>

ASSETS

War Memorial Grounds	Nominal
Severalls Community Hall	145,000
Bowls Pavilion & Changing Rooms	95,000
National Savings Income Bond Investment	6,000
TOTAL ASSETS	<u>246,000</u>

The War Memorial, Severalls Community Hall, Bowls Pavilion and Changing Rooms are insured by the Town Council

Signed	_____	Signed	
	Trustee Chairman		Trustee Clerk
Print Name	Alice Samuel	Print Name	Katharine Sheehan
Date	_____	Date	8 th April 24
Examined & Found Correct by	_____		
	Print Name R Darkin Miller		
	Date _____		

Approved at a Meeting held on the _____

Report subject	Severalls Tennis Courts: To consider access improvements to the tennis courts.
Committee name	War Memorial Commemoration Trust
Meeting date	24 June 2024
Report author	Katharine Sheehan, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk

1. Purpose

- 1.1. To consider a proposal to improve access arrangements to the tennis courts.

2. Background information

- 2.1. The tennis courts at Severalls have recently been refurbished to a high standard and reopened for public use.
- 2.2. There has been good uptake at the courts and bookings and season pass sales have increased as the warmer weather has begun.
- 2.3. However, the courts are surrounded by steep banks and is not currently accessible to wheelchair users or other users with mobility issues.
- 2.4. Trustees have indicated that they would like to improve access to the area as much as possible given the physical limitations of the site and the Town Clerk has been asked to research options and costs.

3. Detailed consideration

Gates:

- 3.1. There is currently one gate giving access to both courts via a keypad. Users book the courts through the app or website, which generates the access code for entry to the courts at the allocated time. The access gate to the courts is currently 900mm wide.
- 3.2. The LTA reports that this is the absolute minimum width for wheelchair users, but that 1200mm would be preferable. 1400mm is the optimum width.
- 3.3. Following conversation with the gate technology company it would be possible to attain a maximum width of 1280mm due to the configuration of posts. This work would cost £2,500 (estimated).

Path:

- 3.4. There is not currently a path to the tennis court gate. Access is over a steep grass embankment.
- 3.5. To provide better access to the courts for wheelchair users, a smaller gradient is required which could be produced by a longer 'zig zag' path.
- 3.6. Estimates for the cost of this path exceed the reserves currently held for court improvements.
- 3.7. The Town Clerk has identified possible funding via the Awards for All scheme. The remaining tennis court earmarked reserves and any earmarked tennis courts income could be used as match funding for this.

3.8. The funding process requires a resolution of the applying body (i.e. the Trust), giving authority for the application to be made.

4. Financial implications

Initial cost of £2,500 (approx.), to be met from Tennis Courts earmarked reserves for gate widening to be carried out.

Further costs for path works will be advised once the funding application has been determined, but there will be the remainder of the earmarked reserve following the gate works (currently £9,356.43), and court receipts (also earmarked for courts improvements) which can be used as match funding.

5. Equalities considerations

Improves access to public facilities in line with requirements of the Equalities Act 2010.

6. Council Action Plan objectives supported

1.9.5 Conduct accessibility audit on all open spaces.

9.4 Investing in opportunities to bring the community together.

7. Recommendation

7.1. It is recommended that the Trust **RESOLVES:**

- a) To accept the quote for the widening of the court access gate and delegate authority to the Operations Manager to progress the works.
- b) To apply for funding from Awards For All to fund the wheelchair accessible path to the courts from the pavement and delegate authority to the Town Clerk to manage the application process.