

Minutes of the Annual Meeting of the Trustees of Wem Sports and Social Association CIO held on Thursday 11th June 2026 at 18.00 in the Town Council meeting room, Wem Library, High Street, Wem

Present: E Towers (Chairman), R Drummond, S Griffiths, C Bennett, T O'Flaherty, W Ollerenshaw

Penny O'Hagan – Secretary, J Ralphs – Groundsman.

1 Appointment of officers for 2026-27

Chairman

Resolved:- to appoint Edward Towers as Chairman of WSSACIO for 2026-27.

Vice chairman

Resolved:- to appoint Susan Griffiths as Vice Chairman of WSSACIO for 2026-27.

Treasurer / Secretary

Resolved:- to appoint Town Clerk Penny O'Hagan as Trustee and Secretary of WSSCIO for 2026-27.

2 2025-26 Annual Report and accounts – to consider and approve.

Resolved:- to approve the annual report and accounts for 2025-26 which were signed by the Chairman.

3 Apologies for Absence – to receive.

Apologies were received from F Ford and J Gwillam.

Absent Mark Hoffmann

4 Meeting Minutes – to approve as a correct record the minutes of the trustees meeting held 2.4.26.

Resolved:- to approve the minutes of the meeting held on 2.4.26 and they were duly signed as a true record.

5 Trustee Vacancy – to note the appointment of Town Council trustee Tommy O'Flaherty.

Resolved:- to note the appointment.

6 Progress Report - To receive a report from the Secretary and Groundsman.

It was reported that the Albion Bowling Club will be seeking to replace the current clubhouse in the future.

John Ralphs gave a report on progress on the works

Resolved:- to note the progress report.

7 Finance

a) To receive 2026-27 budget report to 31.5.26.

Resolved:- to note the budget report.

b) Internal controls – it was reported that these were outstanding and Roger Drummond would carry them out before the next meeting.
Wanda Ollerenshaw entered the meeting at 18.22

8 **Butler Sports Centre**

a) Fencing quote – to consider the quote to replace the remaining section of fencing between the School Field and hardstanding area.

It was explained that only 1 quote was sought as the company had provided the other fencing in this area.

Resolved:- to approve the quote of £2948 submitted by TCF Fencing and allocate funds for this project from general reserves.

b) Wem Town FC Ground Use agreement – to consider response received from Wem Town FC to the draft agreement.

A lengthy discussion took place on this agreement with all matters raised by Wem Town FC considered. It was explained that as this was to be a 10 year agreement it was important to incorporate an element of flexibility to the agreement but to ultimately ensure that sufficient caveats are in place to protect the pitches in the future.

Agreed Amendments

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3) Accept amendment “Wem Town FC carry on the business inter alia of the playing association football accredited to the Shropshire FA”

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1.8 approve WTFC suggested amendment to permit email use

2.1. maintain clause and WTFC to update clause with details of the teams and days of usage.

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2.1.3 amend current clause to state pitches will close immediately after the May Day Bank holiday and reopen on or after the 23rd of July for two pre season friendlies only, any usage earlier than the 23rd July will be only with the prior agreement of the Secretary of WSSA in consultation with the Chairman and Groundsman.

2.1.4 retain clause, however The Association will consider requests for additional training nights on an annual basis.

2.1.5 Hire fee will be same as hire fees for Wem Based Sporting Bodies and Groups

2.1.6 retain clause

2.1.7 retain clause

2.1.8 retain clause

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5.11 accept amendment that links to online fixtures as proposed by the associated leagues will be provided at the start of the season to provide updates.

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Accept amendment and include this clause

Resolved:- that the Secretary in discussion with the Wem Town FC Secretary would amend the agreement based on the points above and bring it to the September meeting for final approval.

Roger Drummond left meeting at 19.00

c) Changing Room refurbishment project to discuss specifications received from Wem Town FC for improvements to be included in the application as agreed 5/2/26 (deferred from April meeting).
There was no progress on this item.

Resolved:- to defer this matter to the next meeting but in the interim the Secretary, Groundsman Tommy O'Flaherty and Chris Bennett would meet at the changing rooms to draw up a list of improvements.

9 Recreation Ground

a) Wem Tennis Club public court refurbishment – for update and to consider charging fees and process.

Resolved:-

- To approve the fees of £5 per hour per pickleball court, booking method and tennis court hire fees to remain the same for 2026 but will be reviewed in 2027.
- That as part of the 2027-28 budget to ensure that a minimum allocation of £750 is made for the community court to cover the cost of moss treatment and to build up an earmarked reserve to cover the cost of future maintenance.

b) Tennis Club Gates – to discuss.

A quote of £3125 to replace the wooden fencing and gates with metal fencing and a gate suitable for vehicles was presented

Resolved:- to approve expenditure up to £1550 and place an order for the new fencing and gates subject to Wem Tennis Club agreeing to contribute 50% towards the cost of the fencing. To delegate authority to the Secretary and Groundsman to progress the placing of the order.

c) Pump Track – to discuss site visits undertaken by trustees.

It was explained that in order to progress this suggestion a consultation would be important as there were currently no funds.

Resolved:- to include a question about a possible pump track in the Town Council consultation going out this summer

d) Metal Detection- to consider request for permission.

Resolved:- not to approve this request.

e) Vehicles of Interest – to delegate authority to the chairman in consultation with the secretary to approve the risk assessment.

Resolved:- to delegate authority to The Chairman in consultation with The Secretary to approve the risk assessment.

10 WSSA Events 2026/27

a) Fireworks – for update on capacity, impact of Martyn's Law and to appoint the person in overall charge and responsible person.

It was reported that a new capacity calculation had been carried out in light of the opening up of the hardstanding area and that the figure had slightly increased to 1600.

Resolved:- to

- **set overall capacity at 1600 and permit the sale of 1500 tickets for the evening.**
- **appoint as the person in overall charge of the event as Edward Towers and the responsible person in relation to Martyns Law as Penny O'Hagan.**

- 11 Wem Draw – to receive report from working party established at the February meeting, (deferred from April meeting).**

It was reported that the working party had not met.

Resolved:- to defer to next meeting

- 12 Other Matters of Concern – for consideration.**

Floodlights - It was reported that the lights were in need of a service but following advice received it may be better to spend the money on replacement LED lights.

Resolved:- that WTFC to provide contact details of the person involved with LED Floodlighting at Shropshire FA and Susan Griffiths to provide details of the contractor who installed the LED floodlights at the United Services Bowling Club.

- 13 Date of meetings - to set date and time of next meeting.**

Resolved:- to hold the next meeting on 3.9.26.

Chairman.....

Meeting ended 19.35