

Minutes of the Meeting of the Trustees of Wem Sports and Social Association CIO held on Thursday 28th May 2025 at 19.00 in the Town Council the meeting room, Wem Library, High Street, Wem

Present: S Griffiths, E Towers, C Bennett, M. Meakin, J Gwillam, M Hoffmann, W Ollerenshaw, R Drummond.
Penny O'Hagan – Secretary

A minute's silence was held before the start of the meeting as a mark of respect following the death of Alan Walker past chairman and president of Wem Sports and Social Association.

1 Appointment of officers for 2025-26

Mandy Meakin proposed Edward Towers seconded by Susan Griffiths.

Resolved:- to appoint Edward Towers as Chairman of WSSACIO for 2025-26.

Vice chairman

Mandy Meakin proposed seconded James Gwillam.

Resolved:- to appoint Susan Griffiths as Vice Chairman of WSSACIO for 2025-26.

Treasurer / Secretary

Resolved:- to appoint Town Clerk Penny O'Hagan as Trustee and Secretary WSSCIO for 2025-26.

2 2024-25 Annual Report and accounts – to consider and approve.

Resolved:- to approve the annual report and accounts for 2024-25.

3 Apologies for Absence – to receive.

None received

4 Meeting Minutes – to approve as a correct record the minutes of the trustees meeting held 13.2.25.

Resolved:- to approve the minutes of the meeting held on 13.2.25 and they were duly signed as a true record.

5 Trustee Vacancies – to approve the appointment of Town Council trustees and consider applications received for vacant trustee positions.

Resolved:- to

- **reappoint Edward Towers and Mandy Meakin as Town Council Trustees for a 3 year term until May 2028**
- **approve the appointment of Mark Hoffmann as a Town Council trustee for a 3 year term until May 2028**
- **appoint Roger Drummond and Fiona Ford as WSSA trustees for a 3 year term until May 2028.**

Roger Drummond and Mark Hoffmann joined the meeting.

- 6 **Progress Report** - To receive a report from the Secretary and Groundsman Car Park Fencing – Chris Bennett reported that there is a problem that had been created following the removal of the section of hedge to open up the hardstanding area. It was reported that children were now watching football games through the fence from the car park which was dangerous due to movement of cars in and out of the car park. It was recommended that any new fencing should be of a design to prevent this.

Resolved:- that James Gwilliam and Roger Drummond to meet with John Ralphs to discuss the best type of fencing and obtain quotes and report back to the next meeting.

- 7 **Finance** To receive 2025-26 budget report to 20.5.25.

Resolved:- to note the report to 20.5.25.

- 8 **Butler Sports Centre**

a) Re-enactment event - to review.

A discussion took place and it was reported that payment of the balance of the hire fee was outstanding. Those present felt that although the event was not well attended it was worth taking the risk on the hire. It was acknowledged that the hirers inexperience in running events resulted in a significant amount of work for staff in the lead up to the event and over the weekend of the event. Trustees agreed that if the facilities are hired to external hirers for events then due diligence must be undertaken on the hirer and the appropriate paperwork must be in place as per the booking conditions or the event is cancelled.

Resolved:- to note the report and task the Secretary with recouping the outstanding rent.

b) Wem Town FC Ground Use agreement – to consider correspondence received. Chris Bennett and James Gwilliam presented this item and explained that the club had expanded so much they wanted to negotiate a 25 year ground use agreement that would give Wem Town FC exclusive access to the Butler Sports Centre. This would enable the club to use the facility when they wanted to and not be restricted to the days stipulated in the current ground use agreement which has another 5 years to run. A discussion took place on this matter and concern was expressed by trustees about the impact entering into a 25 year exclusive pitch use agreement could have on a community asset. Trustees were also concerned that such an agreement would not be in the best interests of the charity and permission would need to be sought from the Charity Commission for such a lengthy agreement.

Resolved:- that the Secretary and Groundsman would meet with Football Club Chairman and Secretary to discuss the feasibility of amending the ground use agreement to include greater use and discuss the outcome at a future meeting.

c) Legionella Risk Assessment - to consider quote to undertake risk assessment

Resolved:- to approve the quote to undertake the biannual risk assessment received from WCS for the Butler Sports Centre.

d) Bowling Club – to discuss request received from Wem Bowling Club.

Resolved:- to approve the request to connect a toilet in the clubhouse on the proviso that contractor undertaking the works has the appropriate insurance and RAMS.

9 Recreation Ground Hire

a) Reggae Event - to consider request to hire the ground to hold a reggae event
The event proposal was considered and concern was expressed by trustees about the management and security of this event especially due to the proximity to so many houses and the fact it could attract significant numbers.

Resolved:- not to give permission for this event.

b) Vehicles of Interest – to consider risk assessment.

Resolved:- that the Secretary to contact the Committee to request that the document is amended to include more specific detail about risks involved and what mitigation will be in place to address these risks.

10 WSSA Events 2025/26

a) Fireworks - to consider running the event in 2025 and set date and format.

Resolved:- to hold the event on 5.11.25 in a similar format to previous years with the addition of the old beacon as a brasier. To establish a working party composed of Susan Griffiths, Mark Hoffmann, Edward Towers and Mandy Meakin to discuss the 2025 event in more detail and report back to the next meeting.

b) Sports Person of the Year Event – to consider running this award in 2025-26.

Resolved:- to set up a working party composed of the following trustees Wanda Ollerenshaw, Susan Griffith and James Gwillam to oversee the organisation and promotion of this event.

c) Health and Well Being Fair – to consider attendance at.
Trustees expressed the view that this event would be better held over a weekend to permit more people to attend.

Resolved:- to have a stall at the event.

d) Sporting Bodies Meetings – to consider holding in 2025.

Resolved:- to make this as a trustee led event to be held in September.

11 Other Matters of Concern – for consideration.

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

Resolved:- to hold the next meeting on Thursday July 17th at 7pm.

Meeting ended 20.50

Chairman.....