

Minutes of the Meeting of the Trustees of Wem Sports and Social Association CIO held on Thursday 17th July 2025 at 19.00 in the Town Council the meeting room, Wem Library, High Street, Wem

Present: S Griffiths, E Towers (Chairman) C Bennett, M. Meakin, J Gwillam, F Ford W Ollerenshaw.

Penny O'Hagan – Secretary.

Edward Towers welcomed Fiona Ford to her first trustee meeting.

1 Apologies for Absence – to receive.

None received

Absent M Hoffmann, R Drummond.

2 Meeting Minutes – to approve as a correct record the minutes of the trustees meeting held

Resolved:- to approve the minutes of the meeting held on 28.5.25 and they were duly signed by The Chairman as a true record.

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

Resolved:- to note the report.

4 Finance

a) To receive 2025-26 budget report to 9.7.25

Resolved:- to note the report.

b) To consider current debtors and agree course of action.

It was explained that the balance from Militia of Anglia of £360 was still outstanding.

Resolved:- to refer the matter to the small claims court.

c) Insurance Renewal - to discuss

It was reported that the renewal quote had not been received but would be due before the next meeting

Resolved:- to delegate authority to the Secretary in consultation with the Chairman and Vice Chairman to approve the renewal quote.

5 Butler Sports Centre

a) Fence replacement – to approve style of fence and consider quotes received

Resolved:- to award the contract to supply and install 29m of 2.4m high, green 358 fencing to Town and Country Fencing at a cost of £3166.80. Funds for this work to be allocated from general reserves.

b) Wem Town FC Ground Use agreement – for update.

It was reported that the Secretary and Groundsman had not met with representatives from Wem Town FC as Wem Town FC representatives had not

offered any dates to meet. It was explained that a meeting would be set up once the new season was under way

Resolved:- to defer to this matter to the next meeting.

c) Floodlights – to consider whether to undertake service of floodlights.

Resolved:- not to proceed with the annual service but to earmark 2024-25 floodlights underspend and any underspend at current year end to aid future repairs.

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Recreation Ground Hire

a) Vehicles of Interest – for update on revised risk assessment.

Resolved:- to approve the risk assessment.

b) Wrights fair – to consider closing time for the Fair on the evening of carnival. The Secretary reported on a meeting held with Sergeant Heathcote and Inspector Greenaway from Wem Safer Neighbourhood Team (SNT), during which the closure time of Wrights Fair on the evening of Wem Carnival was discussed.

It was explained that Sergeant Heathcote had recommended that, for safety and operational reasons, due to problems previously with antisocial behaviour, music at the fair should be turned off by 20:00, with all rides fully shut down by 20:30.

However, Wem SNT indicated that they would be willing to allow an extension of 30 minutes, permitting music until 20:30 and rides to continue operating until 21:00, on the condition that Wrights Fair provides four SIA-badged security officers to be on duty during the extended period.

During the meeting, concerns were raised by a trustee about whether the Secretary had taken sufficient action to negotiate a later closing time. The Secretary refuted this and presented email correspondence as evidence of efforts made to negotiate an extension of the closing time.

Resolved:

To approve the following booking condition for Wrights Fair on the evening of Saturday 6 September (Wem Carnival):

- **Standard closing time:**
 Music off by 20:00
 All rides closed by 20:30
- **Extended closing time (conditional):**
 If Wrights Fair provides four SIA-badged security officers, music may continue until 20:30, with a complete shutdown by 21:00.

7

WSSA Events 2025/26

a) Fireworks - to consider notes and recommendations from the working party meeting and appoint person in charge of the event.

Resolved:- to receive the notes and approve the recommendations contained within the notes

- **Ticket price remains the same as 2024 Adults £7 Children £3**

- **Fireworks budget is £3000 as long as this can guarantee a solid 20 minutes of fireworks, if this is not possible it may have to be increased with funds being taken from ear marked reserves.**
- **Capacity is retained at 2024 levels of 1500 with 1350 set for ticket sales and a 10% buffer to cover stall holders, marshalls and other helpers on the evening.**
- **Booking fee for food trucks is retained at £30 and all payments are made online.**
- **Susan Griffiths is appointed person in overall charge of the event.**

b) Sports Person of the Year Event – to received update from working party.
No update as working party had not been able to meet since the last meeting.

c) Sporting bodies Meetings – to receive update. A general discussion took place on this item. A date of Thursday 18th September was suggested with the meeting being held in The Dug Out.

Resolved:- that

- **The meeting will be held on 18.9.25.**
- **Susan Griffiths would promote this meeting in the Wemian, on social media also via direct contact with clubs.**

8 Other Matters of Concern – for consideration.

The Secretary raised the following items

Car boot sales - The Secretary had received a request from two residents wishing to restart the holding of car boot sales for charity on Wem Recreations starting in August. It was explained that a fee of £31 + Vat had been set in the 2025-26 budget for car boot sales.

Resolved:- to approve the booking request for two car boot sales subject to the hiring meeting the booking conditions and providing details of public liability insurance, risk assessment and rubbish disposal.

Football Foundation Grant

The Secretary highlighted that new machinery could be purchased using a grant from The Football Foundation. James Gwillam and Chris Bennett stated that they were aware of this and would be willing to discuss it with the Secretary and Groundsman when they meet.

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

Resolved:- to set the next date as Thursday 2nd October 2025 at 7pm

Chairman.....

Meeting ended 20.15