

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 26 February 2024**, following the meeting of the Full Council, in the Council Chamber, Town Hall, Market Square, Crewkerne.

Note:

- **Members of the public who wish to view the meeting proceedings, either in real time or afterwards, can access the meeting through the following link:**
<https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>

K. Sheehan FSLCC, Town Clerk
20 February 2024 (signed on original)

Agenda

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.

- 1. To note apologies for absence.**
- 2. Declarations of interest in items on the agenda.**
- 3. To confirm the minutes of the previous meeting held on 26 June 2023.**
- 4. Finance:** to note that Trust accounts are being checked every month and noted at Full Council meetings.
- 5. Severalls Jubilee Bowls Club:** to consider a request from SJBC to carry out works to grassed area to allow parking for War Memorial Grounds users.
- 6. 'Tommy':** to note award of funding for professional cleaning, repointing and lettering works and receive an update on the timescale for these works.
- 7. To receive any matters of report**

Report subject	To consider a request from Severalls Jubilee Bowls Club (SJBC) to carry out works to the grassed area to allow for parking for Club users
Committee name	War Memorial Commemoration Trust
Meeting date	26 th February 2024
Report author	Katharine Sheehan FSLCC, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk

1. Purpose

- 1.1. To consider a request from SJBC to remove the spoil heap between the bowls club and tennis courts to allow parking for Club users.

2. Background information

- 2.1. There is a pile of rubble and rock located between the tennis courts and bowls club which, if removed, would allow additional parking for bowls club users, particularly on match days when extra vehicles put pressure on parking on Lang Road.
- 2.2. Once removed, the area would be returned to grass.

3. Detailed consideration

- 3.1. SJBC has obtained quotes for the work which will be carried out at their own expense.
- 3.2. SJBC would like permission from the War Memorial Trust to carry out the works ahead of the start of the bowls season in April.
- 3.3. As part of this arrangement the Club would like the Trust to confirm that they are entitled to park in this area.
- 3.4. The new licence for the Bowls Club is still in draft, so now is the time to determine parking arrangements at the site.
- 3.5. The CTC Operations Manager has attended site and confirmed that provided the Bowls Club undertake regular risk assessments and actively oversee parking arrangements at busy times, ie match days, he has no objections to the area being used for parking.
- 3.6. He has noted that there is potential for the grass to become damaged without grass matting, which is not included in the proposed works. However, the bowls season is mainly in the summer months where the risk of wet ground is reduced.
- 3.7. The area in question is not included in the area subject to the SJBC licence.
- 3.8. There are other users of the area now that the tennis courts are open, but not at high levels.

4. Financial implications

- 4.1. None, as SJBC has indicated that the Club will meet the costs of the spoil removal and grass reinstatement.

5. Equalities considerations

5.1. General duty to consider access arrangements and suitability for all users.

6. Council Action Plan objectives supported

6.1. n/a.

7. Recommendation

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

- a) To permit SJBC to carry out works outlined above to remove spoil heap and reinstate grassed area at their own expense.
- b) To agree that limited parking will be made available in this area in the terms of the new licence, subject to up to date risk assessments being carried out and with the proviso that this arrangement can be suspended by the Town Clerk/Operations Manager should there be any damage to the grass area or concerns over safety.

Appendix:

Letter from SJBC dated 22nd January 2024

Report subject	To note award of funding for professional cleaning, repointing and lettering works to the 'Tommy' war memorial and receive an update on the timescale for these works.
Committee name	War Memorial Commemoration Trust
Meeting date	26 th February 2024
Report author	Katharine Sheehan FSLCC, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk

1. Purpose

- 1.1. To note the award of funding for professional cleaning, repointing and lettering works to the 'Tommy' war memorial and receive an update on the timescale for these works.

2. Background information

- 2.1. In early 2023 a professional conservator carried out a thorough condition inspection on the Tommy war memorial at Severalls, part-funded by the War Memorial Trust (London).
- 2.2. A detailed report was produced, which was shared with the local branch of the Royal British Legion.
- 2.3. The report stated that Tommy was in reasonably good condition given his age, exposure and material, but recommended a number of actions be taken.

3. Detailed consideration

- 3.1. The Conservator's report recommended the following actions:
 - A professional clean be undertaken
 - Repointing works to various joints
 - Professional lettering carried out to the inscriptions
- 3.2. The Town Clerk applied to the War Memorial Trust (London) for funding for these works.
- 3.3. In January 2024, confirmation was received that the War Memorial Trust had awarded 50% funding and selected the mason to carry out the works.
- 3.4. The Town Clerk has applied for formal pre-application advice from the Conservation Officer at Somerset Council who has confirmed that a formal planning application is not required for the proposed scope of works and has congratulated the Trust on obtaining the funding.
- 3.5. The mason has indicated that works will not commence before April at the earliest as warmer weather conditions are preferred to protect the memorial and produce best results.
- 3.6. Trustees and the public will be kept informed of timescales and developments via the Crewkerne Town Council website and social media accounts.

4. Financial implications

- 4.1. Half the anticipated project costs are covered by external grant funding. The remaining half is identified in the 24/25 CTC Budget, and CIL receipts totalling £1073 have been identified by the Planning & Highways Committee to support works/contingency/any further costs incurred in respect of 'Tommy'.

5. Council Action Plan objectives supported

- 5.1. 1.7.1 To organise the professional cleaning of 'Tommy' and restoration of lettering.

6. Recommendation

- 6.1. It is recommended that the Trust **RESOLVES:**

- a) To note the funding and works outlined in the report above and to delegate all arrangements for the works to the Town Clerk and Operations Manager.