

Burton Community Association General Meeting 30th June 2015 (7.30pm) @ The Old House at Home PH

Present

Al Caie (Chair) Paul Lortal Pip Gilbert (Treasurer) Trystan Hitchens
 Victoria Hitchens Missy Sell Pete Coyle Chris Bennett (Secretary)
 Grant Cambridge Judith Bird John Millican Ian & Ann Wilson Pete Belcher

1. Apologies for absence: Dave & Moya Webb Derek & Annie Trubody Paul Bird
2. Notes of previous meeting on 2nd June 2015 – Approved
3. Actions

Action			
12.1.15/2	GC	Photograph road surface problems in The Street	On-going
28.04.15/6	CB	Produce an up to date list of houses within the village with a view to splitting the area into appropriate sections for member visits.	Completed
28.04.15/13	AC	Speak with Freddie Clark about continued membership of committee	On-going
02.06.15/1	AC	To email village residents a poster/flyer with details of the 4 th July party.	Completed
02.06.15/2	PC	To submit 'road closure' application for Toll Down Way	Completed
02.06.15/3	CB	Overgrown verges/areas - Identify areas for attention and canvas members to agree support in maintaining a tidy village image	On-going
02.06.15/4	AC	To make further enquiries and include Hillside in the Speed Watch area.	Merge with 15/5 below
02.06.15/5	AC	To continue liaison with Highways & NPC regarding the use of speed calming measures, i.e. SID's	On-going
02.06.15/6	AC	To email Anita with details of Speed Watch training process.	Completed
02.06.15/7	AC	To raise at the next NPC meeting on 11 th June and obtain an explanation regarding approach to Lysley's solicitors about Nettleton Road land	Completed
02.06.15/8	CB	To circulate details of village areas and allocate	Completed

		committee member responsibilities for lottery campaign	
02.06.15/9	AC	To make enquiries with authorities regarding dog legislation and enforcement process	Completed
02.06.15/10	AC	Seek a replacement for Paul Bird to become member of BCA Committee	Ongoing

- 4 Treasurer's report – PG provided details of the current 'balance sheet' which now included membership subscriptions for the 100 Club. A copy of the report was distributed around the committee, which showed a balance of £3,623. A sum of £151 was yet to be paid to PG for Liability Insurance. AC asked if the balance included the prize money for lottery. PG explained that the balance would reduce each month to pay for future prize money.
- 5 Health & Safety – AC reported that the BCA had taken possession of a petrol lawnmower donated by Pete Coyle. The use of the lawnmower had been risk assessed and a document provided by Steve Gilbert. AC stated that any users would need to sign the R/A and asked the group for volunteers to use it. GC stated that he also had a petrol driven hedge trimmer which could be used for village activity. The draft R/A included the use of strimmers, etc. AC also asked MS & PC for a meeting to finalise Steve Gilbert's draft risk assessment had been completed for the 4th July event.
AC asked if there had been any Health & Safety issues to report since the previous meeting? No incidents identified
Action 30.06.15/1 - CB to circulate R/A and identify users of the lawnmower.
Action 30.06.15/2 - AC to liaise with MS & PC to complete a risk assessment for 4th July event.
- 6 BCA Committee vacancy – AC stated that a vacancy on the committee had arisen since the departure of Paul Bird and that the constitution only stated we were to have a minimum of 6 persons, with no maximum number. Judith Bird had volunteered to join as a committee member. Proposed by AC and carried unanimously to elect Judith Bird. AC also expressed a desire to seek another resident to join the committee and we should actively look for a person of a younger generation. AC asked the attendees to consider and identify potential candidates. Any volunteers then please email AC.
Action 30.06.15/3 – All to consider candidate nomination for committee and email AC
- 7 Events – MS stated that she intended to coordinate more effectively with Church event organisers to reduce potential conflicting event dates. CB reminded the attendees that the Church had organised a village B-B-Q for 6.30pm on Friday 17th July.

a) 4th July party update - MS/PC stated that no advanced tickets had been sold for the event. There was a suggestion that persons would just attend dependent upon weather, etc. In view of this, then catering arrangements would be for 60 persons and could purchase refreshments at the time. MS stated that food had been purchased and members had been allocated specific food to provide. JB volunteered to provide cakes. MS asked for volunteers to provide prizes for children activities. PC outlined the variety of games available and asked that any additional games/activities be forwarded to him. PC stated that the road closure notice had been submitted to Wilts Council but still awaiting a reply. MS stated that Paula Coyle had volunteered to photograph the event. MS asked for volunteers to cook at the B-B-Q and to move equipment. Donations for all prizes to be forwarded to MS & PC
AC asked that arrangements should be put in place to warn residents/drivers that the road was closed and potential hazard of children playing, etc.
Action 30.06.15/4 - PC & AC to discuss option(s) for road closure safety.
Action 30.06.15/5 – AC to email Burton residents to remind details of the event

b) Brewery trip feedback – PC stated that a ‘blog’ had been posted on the village community website which included a thanks to Dave & Sally Warburton for arrangements. AC stated that it was a very enjoyable event and re-iterated the thanks. PC asked that if a proposed future brewery trip took place, then could the start time be later to accommodate working residents. MS/PC to bear in mind and discuss with Dave & Sally.

c) Village fete feedback/review – AC stated although the weather was poor the takings were pretty good. AC asked for any comments on the event to be emailed to AC for church information

d) Clay pigeon shooting (Sept/Oct) – CB stated that following the brewery trip a discussion took place with Dave Warburton and the possibility of organising an event possibly in Sept/Oct period. No other details known at this stage.
Action 30.06.15/6 – MS to discuss with Dave at OH@H

To conclude - MS & PC asked for any suggestions for future events to be considered and forwarded. Skittles & Boules was suggested with more to follow.

8 Report on Activities

a) Gateway and Burton in Bloom – TH stated there was very little update on this. The new bench had been installed and was a very positive improvement in the appearance at the triangle. AC expressed his thanks on behalf of the BCA for the very generous donation made by Cotswold Homes.
TH was still awaiting a response from Wiltshire Council highways dept. for an installation date for the ‘Gateway’ picket gates. TH also reminded the group that

we still had to source/purchase flower tubs/plants for the village Gateway's. The cost might be dependent upon the number of gates installed to meet the budgeted overall cost. TH also mentioned that Wilts Council had recently been around the village and 'strimmed' the grass verges. Another village 'tidy up day' should be proposed for August (date to be fixed) CB asked that a more detailed plan of areas which needed work should be produced, and canvas residents who are prepared to assist with key areas around the village. A number of residents had historically assisted in this way and more would be prepared to help. **Previous Action 02.06.15/3 is on-going with CB & TH**

Action 30.06.15/7 – AC to send a letter of thanks to the donors 'Cotswold Homes' on behalf of the village.

- b) Community Speed Watch – AC reported that to date 8,000 vehicles had been recorded as travelling through the village during Speed Watch checks. 153 of these vehicles had exceeded the speed guidelines (36mph +) JB stated we really needed more volunteers to undergo training and join the Speed Watch group. GC stated he was on the list and yet to be trained. AC stated that Anita McPherson had expressed a wish to join but had yet to reply to email. PG stated she wasn't sure that her job commitments would now allow time to support this activity. AC stated that there had been little progress with Highway's Dept. regarding further 'Speed Calming' measures and the request for a site engineer visit.

Action 30.06.15/8 – PG to contact Anita regarding continued interest to train in Speed Watch programme.

Action 30.06.15/9 – AC to email Jane Scott for assistance to progress site visit.

- c) Play Area – AC stated there had been no update on this and asked we consider further correspondence with legal representative. PG asked that we hold until beginning of July and she would telephone for update. AC asked if the group consider the formation of a sub-group for the 'Play Area' project. PG & TH asked that we wait until the legal transfer of tenancy has been agreed before pursuing this. Agreed we wait. CB informed the meeting that a resident Brad Anderson had expressed a wish to get involved in village activities. He has expertise in the control of weeds and ground management. It was suggested that he be asked to visit the proposed 'Play Area' site and seek advice on ground clearance/maintenance, etc.

Action 30.06.15/10 – CB to contact Mr Anderson and arrange a visit.

- d) 100 Club Lottery - AC stated that it was an excellent job to get 75 residents to become members of the lottery club. This was attributed to the hard work of committee members in visiting residents to promote the campaign. CB mentioned that a number of residents had still to be seen as they were away on holiday and follow up visits should be encouraged. Residents could also be

encouraged to purchase additional numbers if they wish. GC asked if future payments/subscriptions could be done via bank standing orders per month. PG stated that it would be possible in the near future to pay electronically via 'Standing Order' although it would be preferable to do this every 6 month period. CB stated that the results of the first lottery draw had been posted on the village community website, and those residents who are not on the Internet be informed via a posted leaflet drop. There was only a small number of such residents and was easily achievable. Results would also be circulated via the 'Bugle' newsletter.

MS asked if the lottery licence included the ability to run a raffle. PG stated that she believes that 'on the day' raffles such as at a fete, can be done without a licence provided costs/prizes aren't excessive. Any advanced raffle may fall within the current licence but needs to be checked.

Action 30.06.15/11 – CB to contact outstanding residents and enquire about lottery membership and cost.

Action 30.06.15/12 – CB to check lottery licence conditions and legalities concerning advanced raffles.

- 8 Other business – Pete Belcher asked that the committee consider the idea of purchasing an ornate 'Village' sign, which could depict a village crest applicable to the village history. Pete circulated a number of photographs and Internet material for viewing and consideration. All agreed that this would be a great idea and should be pursued further. MS asked if there was anyone in the village with skill levels to produce such a feature. It was agreed that an initial enquiry regarding cost be explored before any further action is taken amongst the residents. TH/VH were asked to consider potential sites for a village sign

Action 30.06.15/13 – PG to explore potential costs and suppliers

PL asked that we consider the purchase of a village defibrillator unit. A general discussion then took place regarding potential site for such equipment. Acton Turville had recently purchased one. PL also raised the issue on the number of First Aid trained residents and that Ruth Lortal would be happy to provide a form of training. GC stated that his company could match costs of up to £500 annually for fund raising activities such as this. The criteria is that the period is from July each year for 12 months and that GC would need to be involved in the event. On the subject of First Aid AC suggested the village should have a First Aid kit available. One is situated for use at the church but another ought to be available for village events. CB also suggested that a list of residents who are medically and first aid trained could be produced.

Action 30.06.15/14 – PG to research costs of defibrillator and liaise with village rep within Acton Turville.

Action 30.06.15/15 – PG to research cost of suitable 'First Aid' kits

Action 30.06.15/16 – CB to email residents of Burton and seek volunteers qualified and willing to be listed as 'First Aiders' for village purposes.

Judith Bird raised the issue on the cleanliness of the BT Telephone kiosk within the village. A general discussion took place regarding the potential removal of the

telephone kiosk.

Action 30.06.15/17 – CB to contact BT and enquire about procedure for removal of TK. (Note:- No action to be taken until residents have been canvassed)

PG mentioned local giving.com and the possibility of getting a link onto the village website for donations.

Action 30.06.15/18 – PG to research the process for donations via the website.

Meeting closed – 10pm

Next meeting 7.30pm on Tuesday 28th July 2015