

Burton Community Association Committee Meeting 9th January 2017 (7.30pm) at The Old House @ Home

Present

Al Caie (Chair)(AC), Steve Symons (SS), James Towers (Treasurer)(JT), Glynis Morris (GM), Trystan Hitchens (TH), Missy Sell (MS), & Chris Bennett (Secretary)(CB)

Residents: Tristan Scott (TS) & Paul Bird (PB)

1. Apologies for absence: Victoria Hitchens (VH), Judith Bird (JB), Rachel Scott (RS)
2. Notes of previous meeting on 5th December 2016 – Approved
3. Actions

Action			
27.06.16/2	AC	Coordinate with GM & JB to research methods of marketing the BCA	On-going
07.11.16/1	AC	Continue to report problem of 'fly tipping' in Hillside via 'MyWiltshire' app. (linked with Action 25.07.16/8)	On-going
07.11.16/3	RS	Report the slippery surface of the steps which lead from Burton Farm Close to The Street via the 'MyWiltshire app.)	Completed
07.11.16/5	JT	Transfer funds for the play area fencing from 'BCA General fund' to 'Play Area fund'	Completed
05.12.16/1	JT	Inform Committee members result of Burton Logo voting	Completed
05.12.16/2	JB	Research costs of producing Raffle tickets	On-going
05.12.16/3	CB	Communicate with residents trained in CPR & Defib regarding refresher training early next year and seek their views	Completed

Updates

Action 27.06.16/2 – AC informed the group that the meeting had yet to take place, no further update. MS also added that resident Claire Ball had some ideas regarding this and should be spoken to when plans for marketing the BCA begin

Action 07.11.16/1 – AC reported the fly tipping had not been cleared and there was still some issues regarding ownership of the problem. AC proposed we make further contact with the landowner and see if they or Wilts Council intend to resolve the problem. The BCA may ask for volunteers to remove the rubbish if nothing else can be achieved.

Action 09.01.17/1 – AC to make further contact with landowner Viv Johnson

Action 07.11.16/3 – TS reported the steps had been cleared of leaves and area was jet washed by Highways Dept. AC on behalf of the committee thanked TS for taking on this community issue

Action 07.11.16/5 – JT reported the payments for fencing and gates had been transferred from the 'General Fund' to the Play Area fund

Action 05.12.16/1 – JT asked this be covered under item 6a below

Action 05.12.16/2 – JB was absent from this meeting and no update was available. PB stated he would check this had been done and report back in due course

Action 05.12.16/3 – CB asked this be covered under AOB

4. Treasurer's report – JT reported the current balance was £2,169.85p.

AC reminded everyone the end of year accounts would be required soon and asked JT to make contact with our auditor.

Action 09.01.17/2 – JT to contact Auditor for preparation of end of year financial accounts

5. Health & Safety –

TH reported there were on-going problems with poor road surface and potholes along the stretch of the Toll Road from the B4039 to Edgecorner Lane. TS stated some work had been done to fill a few of the holes but work was insufficient and was poor quality. A general discussion then took place to consider the way forward.

Action 09.01.17/3 – TS to photograph the problem area and pass details to TH

Action 09.01.17/4 – TH to provide AC with a short report on the situation

Action 09.01.17/5 – AC to take the community issue report to the next NPC meeting scheduled for 12th January 2017

CB asked TH if there had been any update on the problem with solar lighting on the footpath from The Street to Toll Down Way. TH responded by saying he had recharged all the batteries and had some limited success with this. The thought was there was insufficient natural sunlight during the winter months to energise the solar lights to work for long periods of time. A general discussion then took place with further suggestions put forward. Any further suggestions/options were asked to be passed to TH

Action 09.01.17/6 – TH to consider options for improving the lighting if feasible during winter periods

6. BCA Corporate matters

a. Adoption of BCA Logo – JT announced the result of the committee vote regarding preferred choice of BCA logo. The overall winner was the silhouette of church, sheaf of corn and the horse in standing position. AC on behalf of the

committee thanked JT for producing the very apt logo.

AC asked the committee to formally adopt the logo for inclusion on future official correspondence, etc. All members present voted in favour

- b. Google drive - CB reminded the members that a corporate 'Google drive' account had been created by JT and this was to be the central repository of BCA documents and associated paperwork for all members to have accessibility. To assist with its functionality JT will provide a demonstration at the end of this meeting

7. Play Area

- a. Update on fencing and gates – AC reported the fencing and gates had been delivered and were in storage locally. AC had asked Adrian Packer to view the gates and it was unclear as to how the self-closing mechanism should be fitted. AC had emailed the suppliers and was awaiting some guidance. In the meantime some information had been researched on the Internet and helped. Once the gates had been fitted then the fence erection could take place. A general discussion then took place as to how the posts could be fitted and to ensure we minimise the deterioration of materials

Action 09.01.17/7 – AC to discuss with Adrian Packer proposed method of fitting the fence posts

AC also informed the committee that the warning notices 'no kite flying' and 'danger overhead cables' have been ordered

- b. Fund Raising – AC reported the Section 106 application had been successful and the £10k+ funds from the Cotswold Homes development were secured for the play area project. In relation to the CIL for the 1 & 2 Nettleton Road development, this was yet to be resolved by NPC. The Parish Council have the responsibility to utilise this funding and Cllr. Pearce was in the process of coordinating ideas within the parish. A general discussion took place within the group to make a proposal to use the funds/some of the funds towards the play area project

Action 09.01.17/8 – AC to make a proposal to NPC for the CIL fund/part funds be allocated to the Burton Play Area project

MS asked that we consider forming a specific sub-group to take on the role of coordinating 'fund raising' and utilise residents who had experience of such tasks. There were a number of persons in the village who could contribute towards this

CB reported having an email from resident Paul Lortal with ideas on how grant applications should be organised. CB said Paul's suggestions should feed this into this sub group.

AC said most major grant givers only consider applications from registered

charities. For this reason, grant applications should await the outcome of our application for registration with the Charity Commission. At this time the BCA's legal structure will change, as it becomes a Charitable Incorporated Organisation, so this will be an appropriate time to review/revise our committee structure.

8. Events

- a) Residents Fund raising dinner at OHH – MS reported so far we have 10 couples attending and would have hoped for more. SS and TS have delivered the invitation flyer to each house. A reminder email had been sent by CB to all residents to ensure names and numbers are captured by Friday 13th Jan. AC and PB stated they also intended to attend the function which now increased numbers to 12 couples (24 persons)

MS also indicated she needs more help with volunteers for the 'Auction of promises' All to pass details to MS asap

- b) Wine event – MS informed the group that it was planned to hold an event 'Around the World wine Tasting' sometime in late March (date yet to be fixed) Suggested there could be a £10 entry fee and participants would then be questioned on the wine origins, etc. More details to be circulated when known
- c) Majors Retreat, Tormarton Curry Night 3rd Feb 2017 – CB reported the number of male residents attending was now increased to 17. The places had been booked with transport arrangements still to be done. CB asked members present to ascertain if family members (wives/partners) would be willing to provide transport. AC suggested the men attending could pay a nominal fee for a taxi service from the relatives and this could be donated to BCA funds
- d) AC reminded everyone the Pancake Supper is also scheduled for the 28th February and held at the OHH. Details will be circulated soon

9. Report on Activities

- a) Community Speed Watch – AC reported the CSW now had the Speed gun for the next 2 weeks and would be arranging sessions soon. It was also reported that the training session for Andy King had been cancelled, no other update as yet.

Action 09.01.17/9 – AC to contact Andy King and check current position on training

AC also reminded the group that he now had possession of an old Speed Indication Device, supplied by Wilts Council and was still in the process of

making it work. It needed parts and was fairly old technology. TS stated he had some knowledge of the technology and would be willing to help

Action 09.01.17/10 – AC to liaise with Tristan Scott and Graham Read regarding the SID

TH reported to the group that he was concerned about the conflict of the National Speed limit sign leaving the village towards the east and the associated 50mph road marking.

Action 09.01.17/11 – AC to bring to attention of NPC at next meeting and seek guidance on the issue

- b) 100 Lottery Club – CB reported that following the recent renewal of 6 monthly subscriptions there had been a reduction of members from a total of 62 down to 50. A general discussion then took place as to why/how this has happened and could we seek to improve on this. AC also suggested we should consider allowing residents to make payment via a bank 'Standing Order' which would then take the onus of remembering to make payment away from the member. A variety of issues were raised about trying to resolve the fall in membership numbers.

MS also suggested it would be a very good idea to produce a short 'thank you' note for lottery members indicating our thanks for their continued support.

Action 09.01.17/12 – MS to produce a 'thank you' note for circulation

Action 09.01.17/13 – CB to contact members who had not renewed subscription and ascertain current wishes, i.e. renew or withdraw from the lottery club

Action 09.01.17/14 – JT to look at future proposal in setting up bank 'Standing Order' and feasibility for managing this process

10. Any other business

- a) Defibrillator and CPR Refresher Training session – CB informed the group that 12 residents had asked to be provided with a refresher session that has been arranged for 2.30pm on Sunday 22nd Jan at the church. CB also suggested that since the initial training to residents a number of new arrivals to the village might wish to take up an offer to be trained. SS agreed he would like to become involved in this.

Action 09.01.17/15 – CB to contact new arrivals to the village and ascertain level of response

- b) Chippenham Area Board meeting 6th Feb 2017 – AC reported he had circulated an email to all members asking if they wished to attend this meeting entitled 'Our Community Matters'. Anyone wishing to attend to contact AC as this was by invitation only.

Meeting closed – 9.30pm

Next meeting 7.30pm on Monday 6th February 2017