

Burton Community Association Committee Meeting 6th February 2017 (7.30pm) at The Old House @ Home

Present

Al Caie (Chair)(AC), Steve Symons (SS), James Towers (Treasurer)(JT), Victoria Hitchens (VH), Judith Bird (JB), & Chris Bennett (Secretary)(CB)

1. Apologies for absence: Trystan Hitchens (TH), Missy Sell (MS), Glynis Morris (GM), Rachel Scott (RS)
2. Notes of previous meeting on 9th January 2017 – 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)	Completed
05.12.16/2	JB	Research costs of producing Raffle tickets	Completed
09.01.17/1	AC	Make further contact with landowner regarding fly tipping (linked with Action 07.11.16/1 above)	Completed
09.01.17/2	JT	Contact Auditor in preparation for end of year accounts	On-going
09.01.17/3	TS	Photograph the road surface problems on the Toll road between B4039 and Edgecorner Lane, then pass to TH	Completed
09.01.17/4	TH	Produce a short report for AC indicating the problem of poor road surface using photos provided by TS	Completed
09.01.17/5	AC	Take road surface issues as a community issue to the next NPC meeting on 12 th Jan	Completed
09.01.17/6	TH	Consider options to improve solar lighting problems along footpath	On-going
09.01.17/7	AC	Discuss with Adrian Packer options for placing fence posts at the children's play area	On-going
09.01.17/8	AC	To produce a proposal to NPC for CIL funds and allocate to Burton Play Area project	Completed
09.01.17/9	AC	Contact Andy King to obtain update on CSW training	On-going
09.01.17/10	AC	To liaise with Tristan Scott and Graham Read regarding the SID	On-going
09.01.17/11	AC	Bring to attention of NPC the conflict between	Completed

		Speed limit sign and road markings on B4039	
09.01.17/12	MS	Produce a 'thank you' notice for all present/past members of 100 Lottery Club and distribute	Completed
09.01.17/13	CB	Contact lottery members who have not renewed membership and confirm wishes for future	Completed
09.01.17/14	JT	To look at feasibility of managing lottery subscriptions via banking 'standing orders'	Completed
09.01.17/15	CB	Contact more recent arrivals to village and gauge level of interest in CPR & Defib	Completed

Updates

Action 27.06.16/2 – No further update

Action 07.11.16/1 & 09.01.17/1– AC reported the fly tipping had now been cleared by AC & CB. Marje Caie has informed the landowner Viv Johnson and the online report to Wiltshire council had been closed. Action now completed and thanks to AC for the use of his trailer.

Action 05.12.16/2 – JB reported that the company used by her church for raffle tickets was Sprint Print of Yate and approx. costs in the past had been £45 + vat, per 1,000 tickets. With this information CB suggested we hold one Grand annual raffle with proceeds going to the play area project, on a date yet to be decided.

Action 09.01.17/2 – JT reported that he had not yet contacted the Auditor and intended to once the accounts had been prepared. JT had also contacted the previous Treasurer Pip Gilbert for additional information. Action remains on-going

Action 09.01.17/3, 4 & 5 – AC reported that Tristan Scott had photographed the potholes and poor road surface, which was passed to TH. A short report was submitted to AC for NPC. AC raised the matter with Cllr Stephen Beare at the meeting and was informed the area was now prioritised and put in the top 5 for 'patching sites'. A general discussion then took place amongst the members, which suggested the 'patching' of the road surface would probably not be adequate, although recognised the constraints imposed by Wilts Council highways dept. Also the 'give way' markings on the Toll Toad leading onto the B4039 were programmed for repainting. The 40 & 50 road markings in the same area were not going to be repainted and would be allowed to fade away. AC also informed the meeting that the reported mud on the footpath from outside Mulberry House to Marsh Lane was due to be swept and cleaned by the Council mechanical road sweeper on 27th Feb.

Action 09.01.17/6 – VH reported nothing further had been achieved so far and thought the lighting was not having sufficient sunlight to recharge the solar units. JT then produced a box of x3 battery powered wall mounting lights, which were motion activated. The units were demonstrated and were thought not to be invasive although sufficient light emitted along the path. VH would arranged for the installation and trial of the lights along the footpath leading to Toll Down Way as a supplement to the

existing solar lights. If the lights were considered appropriate then costs of purchase were to be agreed with JT. All present approved the costs and thanked JT for this initiative.

Action 09.01.17/7 – AC reported further enquiries had been made with the gates and advice regarding fitting obtained. AC also stated he had spoken with resident and volunteer Adrian Packer regarding the fitting of gate posts and the potential problems with using a mechanical auger. A decision was made to wait for better weather, hopefully in the next few weeks, and then make an exploratory dig in the area to establish the type of underground structure.

Action 09.01.17/8 – AC reported he had produced an application for the CIL funds to be considered for the Burton play area project, specifically for a piece of equipment. This was now on the agenda along with other considerations, for the next NPC meeting on Thursday 9th Feb

Action 09.01.17/9 – AC reported that Andy King had not yet received training in the use of CSW equipment and was now finding it difficult to find sufficient time to complete this with work commitments abroad. AC suggested we might have to seek other volunteers to assist with CSW in the village. Currently we only have 4 regular CSW team members.

Action 09.01.17/10 – AC reported that Graham Read was working on the cabling and software to progress the SID operation and testing. This was still work in progress

Action 09.01.17/11 – AC reported the response from Wiltshire Council was that the speed marking of 50 on the road was now obsolete and was expected to weather away gradually over time, therefore the road sign for the National Speed limit applies, i.e. 60mph on leaving Burton towards Chippenham

Action 09.01.17/12 – CB reported that MS had very kindly produced a ‘thank you’ card for distribution to all current and past members of the lottery club for their support. All cards have been distributed to those residents involved. A number of residents had passed comment how nice to be appreciated, so thanks to MS for undertaking this task

Action 09.01.17/13 – CB reported that he had contacted a small number of residents who had not responded to the renewal of lottery membership and seek their wishes to either remain or leave the lottery membership. As a result a further 5 residents elected to renew membership, again a worthwhile exercise, resulting in a current membership of 54 persons.

Action 09.01.17/14 – JT reported that he had spoken with CB regarding the pros and cons for setting up a system of residents using ‘Banking Standing Orders’ for automatic lottery membership renewal, and minimise the need to remind residents. JT stated there were no problems with setting up with the bank and he had also looked at using a website to manage the function but this would come at a cost. CB stated that the lottery members would need to be consulted if they would be happy to set up a ‘Bank Standing Order’, and suggested we publish an article in the next edition of the

Bugle (due end of March) and seek their views and support. At present the majority do pay via BACS with an increasingly smaller number paying by cash/cheque.

Action 06.02.17/1 – CB to produce an article for next edition of the ‘bugle’

Action 09.01.17/15 – CB reported that he had emailed all the more recent arrivals to the village and enquired if they wished to undergo the CPR & Defib training. To date there was little response. SS confirmed that he had been trained as a requirement for his FA football coaching of children. GC also asked to be considered for training CB also reported that 3 other residents had missed the refresher training and were yet to be offered an alternative date.

Action 06.02.17/2 – CB to arrange additional CPR & Defib training

4. Treasurer’s report – JT reported the current balance was £2,305.85p. The sum of £286 had recently been paid into the Play Area fund.

AC reported that he had purchased the warning signs for the play area and would soon be requesting payment of approx. £40-£50.

5. Health & Safety – JB asked for an update on the recent email sent by resident Ed Barber regarding the issue of dog fouling and horse droppings on the footpaths around the village, which seemed to be getting worse. AC reported he had been in contact with NPC regarding the issue and intended this be mentioned at the next NPC meeting on 9th Feb. Initial response from Cllr Beare was similar to a situation elsewhere in the country which promoted the use of a biodegradable paint to mark the areas concerned. It was then hoped the persons concerned might take more care over this issue and clear the mess. AC also stated the issue of dog fouling was not actually a matter for the NPC but should be directed towards the Dog Warden employed by Wiltshire Council. A general discussion then took place within the group to seek a way forward.

Action 06.02.17/3 – CB to make contact with the Wilts Council dog warden

6. BCA Corporate matters
 - a. Charity Commission (CC) application update – AC reported that he had submitted the application and received feedback from CC. There were a number of comments raised which mainly focussed on the actual objectives/purposes of the BCA in line with ‘charities legislation’ AC confirmed that he had circulated this to all committee members and had now completed a response to the feedback. Resident Lisa Suchet has also provided feedback and some guidance regarding changes to our application. We also currently await a response from Brian Seaton of the ‘Small Charities’ organisation
7. Play Area
 - a. Update on fencing and gates – AC reported update as per above Action

09.01.17/7

- b. Fund Raising – AC reported this would be addressed once we have become registered with the Charity Commission as a CIO. This is an on-going process and would hope to get confirmation by the end of March 2017

AC also reported receiving details from CB regarding a potential source of funds available to organisations in Gloucester & Wiltshire areas. CB continued by stating the information came from resident David Leat who provided details of the organisation entitled The Jack Lane Trust that offers up to £2,000 to support specific community projects within the geographical area. There was also no requirement to be a registered charity. A general discussion then took place and all agreed we should pursue this further

Action 06.02.17/4 – CB to complete the application process

GC also indicated that his company has a facility to offer up to £500 max. per financial year (June – June) and match similar amounts already gained for charitable purposes. This will require the BCA to become a CIO before we can make application. To be pursued once we achieve registration as a CIO

AC also reported that Mark Warburton from the Old House at Home PH had begun a 'takeaway pizza' promotion offer that promised to pay £1 per pizza sold to the BCA play area project. This would be achieved by checking sales every 3 months and making the appropriate donation, the first period would be Jan-March and so on. All members present were very grateful for the support shown by our local pub.

CB stated this promotion was yet to circulate to our residents and asked if JT could produce a suitable 'flyer' which would require acceptance by Mark and we could then circulate via doorstep flyer/email/website, etc. to push this forward.

Action 06.02.17/5 – JT to produce a flyer and consult the OHH for agreement

JB also mentioned that she had read an article in the Bristol Post newspaper (dated 6th Feb) which has an article on Airbus Community Awards which offers community based funds for 'not for profit' groups. There is an online application process to register interest. A general discussion then took place and all agreed to pursue this as a source of potential funding of the play area. AC thanked JB for this information.

Action 06.02.17/6 – CB to register interest with Bristol Post/Airbus

8. Events

- a. Residents Fund raising dinner at OHH – AC stated this had been a very successful evening which everyone enjoyed and a thank you card (arranged by

MS) had been sent to the Warburton family and staff of the OHH. A sum of £135 had been donated by the OHH and a further £465 raised from the 'Auction of Promises', a total of £600. Thank you to MS & RS for organising this with the OHH

- b. Wine event – AC reported he had received an email from RS to state this would be progressed once MS had returned to the country, no other details at present
- c. Majors Retreat, Tormarton Curry Night 3rd Feb 2017 – CB reported that a group of 15 men from Burton had taken part in the event. Feedback was the food was very good and an excellent choice made available. Our thanks to the wives/partners for offering to chauffeur the group to the venue. A minibus was used for the return journey and a total of £15 was donated to the BCA play area fund. The Majors retreat are planning a 'Mexican' dining evening sometime in March (details to follow when available)
- d. OHH Sunday Lunch promotion – CB reported the OHH pub would like to offer a further promotion to assist with the play area fund raising. Mark Warburton has offered to host a Sunday lunch at the pub on a date to be decided (maybe in March) which would be held at approx. 3pm. This would be more family focussed and would encourage the children of residents to come. Children would be offered a choice from a child's menu at a cost of £7.50p with a donation of £2 to be made for each child's meal ordered.

Action 06.02.17/7 – CB to circulate details to committee for comment, and to then seek a suitable date. Obtain a shortlist of dates and further circulate to all residents for comments and likely support.

9. Report on Activities

- a. Community Speed Watch – AC reported the CSW team had carried out 5 sessions recently. The speed detection equipment is due to be returned to Burton on the 19th Feb for a further 2 week period
- b. CPR & Defibrillator refresher training update – CB reported a short session took place on 22nd Jan, which was attended by 7 residents to refresh knowledge on this subject. A further 3 residents had indicated a wish to attend but were unable to make this date. A further session will be scheduled in the near future for those persons.
- c. 100 Lottery Club – CB reported contacting those members who had not renewed subscription to enquire if they wished to continue with the club. As a result a further 5 members had renewed membership. The current total is 54 members

10. Any other business

- a. Village 'welcome pack' review of content – AC stated this could do with

updating and had circulated this earlier to all committee members for comment and suggestions for inclusion. SS stated that as a new arrival to the village he found it very useful.

JT offered to coordinate the responses and was willing to undertake the production of a revised document

Action 06.02.17/8 – JT to coordinate with all members and produce an updated welcome pack.

- b. Bugle Newsletter- JT indicated the next edition of the newsletter is due for publication at the end of March and we should now begin to forward articles for inclusion.

Action 06.02.17/9 – CB to obtain a list of suggested articles and seek volunteers to produce necessary material

Meeting closed – 9.15pm

Next meeting 7.30pm on Monday 13th March 2017