



Burton
Wiltshire

BURTON COMMUNITY ASSOCIATION



ANNUAL REPORT 2016/7

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1. About The Association

The Association was formed in March 2014, and its objectives are:

- To promote community recreation, play, sport and social facilities and activities;
- To improve the quality of life for villagers, particularly the elderly or vulnerable, to enable access to services and facilities;
- To promote awareness of the history, folklore, environmental, and cultural heritage of the village;
- To foster a sense of community and pride in the village;
- To represent the villagers in consultations with the statutory authorities, voluntary organisations and other bodies, ensuring that all residents are informed and consulted on community matters;
- The Association will uphold equal opportunities and work towards good relations amongst all members of the community, specifically prohibiting any conduct which discriminates or harasses on grounds of age, disability, gender reassignment; marriage and civil partnership; pregnancy and maternity; race, religion or belief, sex or sexual orientation.

The affairs of the Association are run by a main committee (see Appendix A.1) with two informal subcommittees, which meet on an occasional basis, one to organise events, and one to support the Play Area project.

The Association was recognised by HMRC as a charity in July 2014, when its revenue was below the threshold for mandatory registration with the Charity Commission. This threshold has now been crossed, and so the Association is now a registered Charitable Incorporated Organisation (CIO). In order to register, it has been necessary to prepare a new constitution, which has revised objectives that satisfy the formal legal requirements of the Charities Act, and to register the first trustees of the CIO (listed in appendix A.2). The Association will operate to this new constitution and objectives immediately following the 2017 Annual General Meeting.

2. Overview of the Year 2016/17

BCA has once again made a substantial contribution to the development of community facilities in the village. This year BCA capital expenditure, just over £4000, has been entirely on the Play Area project. This has come almost entirely from BCA's own reserves and fundraising activities. The Association looks forward to completing the project in the coming year, with over 50% of the necessary funding already in place.

The main regular source of income for the Association is its 100 Club lottery, which makes an important contribution towards the Association's capital projects in addition to meeting the day-to-day operating costs.

The Association also has a number of on-going activities to contribute to the wellbeing and safety of village residents:

- Burton in Bloom, enhancing the general tidiness and visual appeal of the village
- Events
- Book Club
- Village Communications: The Bugle, BCA website, Village-wide email service
- Community Speed Watch

- Providing a Public Access Defibrillator and CPR training.

There is a report on each of these below, together with the annual finance report. The draft annual accounts are provided in Appendix B.

The Association has continued to promote a sense of village identity and community, through its members' involvement in social events; through developing links with the main village institutions (St Mary's Church and the Old House @ Home). It has also produced and is promoting a village logo, as shown on the front of this report, which may ultimately be incorporated into an ornamental village sign, like those found in eastern England.

Alistair Caie

3. Annual Report for On-going Activities

3.1 Burton in Bloom

Burton Community Association (BCA) launched back in spring 2014 and one of the key areas of interest that was identified during the launch meeting was that of the general tidiness and visual appeal of the village. With this in mind, a small group of likeminded residents led by Victoria and Trystan Hitchens of Top Cottage formed a team and began work on a number of fronts under the banner of "Burton in Bloom".

Since its inception, the group has achieved a lot including:

- A total of nine village tidy up days have been arranged over the last 3 years, and in the last 12 months 4 events have taken place in April, July and October 2016 and most recently in April 2017. Every event has resulted in great improvements in various parts of the village and all were reported in "The Bugle" and/or "The Honeycomb".
- Continued engagement with Nettleton Parish Council (NPC) and Wiltshire County Council (WCC) culminated in the installation of the picket fences/gateways at the eastern and western entry points to the village on the B4039 during the second quarter of 2016 after support and funding was secured in late 2014 and early 2015. A significant improvement in the appearance of the village has resulted and one that we can be proud of!
- Several residents volunteered to support the upkeep of the new gateways and planters on a rota basis during the course of 2016 and again this arrangement has just been put in place for 2017.
- Following the installation (and success) of the four solar powered lights in March 2016 on the footpath linking The Street with Toll Down Way, an additional six lights were subsequently fitted during the second quarter of 2016. Whilst this has yielded benefit for many who use the path the effectiveness of the lighting in the winter months of December, January and February was greatly diminished. Alternative solutions are under consideration.
- Looking forward to the main part of 2017, we plan to hold additional tidy up days on a regular basis with the next likely to be in the July timeframe.

We would both like to thank all those "volunteer villagers" who have helped in their different ways throughout the year to make this initiative a continuing success - here's to 2017! If any villagers have ideas for how we can do things even better or differently then please do not hesitate to contact a member of BCA who would be very happy to hear from you.

Victoria and Trystan Hitchens

3.2 Events

Spring 2016-17 proved a very successful year for the events of the BCA. Closer coordination with the church council, 2 very successful auctions of promises benefiting the children's play area, a 4th of July community barbecue, the 3rd annual Burton Halloween Party and trick or treating group stroll, a village Christmas dinner at Grittleton House, and very successful and regular ladies' evenings and men's nights have come to fruition this past year. There is excellent community building and fund raising, not to mention the flourishing relationship between the BCA and the OHH for the benefit of community. The OHH has become very involved in the planning and contribution of events and donations and this relationship is projected to continue growing and is most appreciated. Events will continue with regular annual occurrences and many more one offs are in the works! Please feel free to contact the BCA or the events chairman to offer support, ideas, or address and inquiries. As our charitable status is now firm, expect more from events to include coordination with the fund raising committee. Thanks to all the many volunteers who've made themselves available for these events to continue and grow!

At the end of the year the BCA purchased a second hand gazebo in good condition, which will be used for future outdoor events.

Missy Sell

3.3 Burton Book Club

For an opportunity to be introduced to new authors, for stimulating conversation and to get to know other people who enjoy reading, look no further than the Burton Book Club.

The Book Club meets at 19:30 on the third Monday of every month (with some adjustment for Bank Holidays) in the Old House at Home. Additional trips are arranged throughout the year. For 2017, the programme (subject to availability and interest) includes the following:

MAY – The Bath Festival (formerly LitFest and Music Fest): <http://bathfestivals.org.uk/the-bath-festival/>

MAY-SEP – Sezincote House & Gardens: <http://www.sezincote.co.uk/house-and-garden/visitor-opening-hours>

JUN/AUG – Corsham Court: <http://www.corsham-court.co.uk/#Opening>

OCT – Cheltenham Literature Festival: <https://www.everfest.com/e/cheltenham-literature-festival-cheltenham-england>

Contact amanda_read@btopenworld.com for further details.

Amanda Read

3.4 Village 100 club lottery

The lottery club was formed in May 2015, with the background to its formation mentioned in the annual report for last year (2015/16)

Following the success of the first year of the club it was agreed to continue for a further year as a village activity, and use this as one avenue for securing funding for village projects and activities.

As part of the registration process the BCA completed an annual return for the first year, which included details of the membership subscriptions and value of monthly prizes. The BCA made an application for a licence renewal through Wiltshire Council, which was granted on the 21st April 2016. The licence is valid for a further 12 months whereupon prior to the expiry date a renewal application must be made for a further 12 months. The current membership renewal is due on the 14th May 2017 at a cost of £20

In line with the first year of the lottery club, the BCA again decided to split the subscription payments: 50% used for cash prizes and 50% to be used for community/association projects

Details of the proposed continuation of the lottery club were circulated to all the residents of Burton, which resulted in a total of 54 residents remaining members. This number is slightly less than the first year average of 75 residents. Members could again elect to subscribe for either 6 or 12 months, at a cost of £5 per month. At present following a reminder, the majority of members pay via online banking.

The BCA are looking at ways in which we can make collection of subscription money easier for both members and the lottery promoter. You may recall an article was recently placed in the Bugle (edition 14) newsletter, which mentioned the proposal to offer lottery members the option to pay their subscriptions via a bank 'standing order'. Once this is set up then nothing more needs to be done, minimising any requirement for members to remember to pay their subscription. Views and comments of members are yet to be gathered on this to gauge responses. However anyone wishing to pay subscription in person by cheque/cash will still be afforded this facility.

For the second year the lottery club has collected membership fees of £3,460, of which £1,635 was paid in prize monies, and £20 paid to cover the annual licence renewal. The remaining £1,805 made available for on-going community projects such as the play area. Of course the money could be used for any other suggested projects proposed by residents of the village. In comparison, last year (2015/16) the lottery club collected £4,660, of which £2,330 was available for funding village activities.

The monthly draw continues to take place during 'happy hour' on the last Friday of each month at the Old House @ Home public house. The monthly prize money is split into three on a sliding scale of 1st (50%), 2nd (30%), and 3rd (20%)

The lottery club remains a key part of providing regular funding for BCA activities and the committee is hopeful that residents will continue to subscribe to the lottery and ensure that funds remain available for on-going community projects and maintenance of equipment such as a the defibrillator.

Chris Bennett

3.5 Village Communications

The Bugle newsletter is brought together and edited by James Towers. It is published quarterly, and includes articles about BCA projects, events and activities and other village matters of interest. It is printed and delivered by hand free of charge to every household in the village, and also posted on the community web site.

The Association website www.burtonvillage.org.uk includes much more about BCA events and activities than can be covered in the newsletter. Users can enrol for automatic email alerts of new postings on the website, by going to any page on the BCA section of the web site, and entering your email address. If you have an item you would like posted on the web site, please email Graham Read (graham_read@btopenworld.com) or Chris Bennett (chriswatkinbennett@supanet.com). The website is complemented by the Facebook page 'Burton Community Association', which also contains news of village events and activities. Villagers are encouraged to 'like' the page.

The village email list has over 100 members. As well as events and activities, it is used for communicating all sorts of things such as Neighbourhood Watch crime alerts, missing pets, road closures. If you are not already receiving these messages, please contact Chris Bennett (email above)

3.6 Community Speed Watch

Traffic speeds on the B4039 continue to be a major concern in the village. To address this, BCA operate a Community Speed Watch Scheme, where trained volunteers use a speed gun at sites approved by the police. In 2016/17 there have been 50 sessions, with a total of 363 cars being reported as over the 35mph threshold. Drivers exceeding the threshold receive a warning letter from the police. They also receive a police visit either on the third occurrence, or if the driver has exceeded 44mph.

There is clear evidence of a substantial reduction in the percentage of drivers speeding during a CSW session. One can only speculate to the extent of the benefit at other times. Nevertheless, speed watch observers do feel there has been a significant overall improvement since the scheme started.

The scheme currently has 5 active volunteers, but we could do with more, particularly if you are available on a weekday. Please contact Judith Bird 01454 218686 nnebsrnm@gmail.com

Alistair Caie

3.7 Defibrillator

In 2015-16 The Burton Community Association managed a successful project to provide a Public Access Defibrillator (PAD - an electrical device which tries to return the heart to its normal rhythm after a cardiac arrest) for the village. The PAD is fitted to the outside wall of our The Old House @ Home, with the kind and generous permission of the Warburton family, owners of the pub.

The initial project was partly funded by a British Heart Foundation grant with the balance coming from the lottery 100 club subscriptions and donations by residents. Initial training was provided to 35 volunteer residents of the village who can be called upon to help anyone requiring life saving assistance.

Since the initial training was delivered a number of residents have moved away from the village and a further group of residents were trained to compensate for the reduced number. We currently have 28 residents trained.

Although refresher training is not a mandatory requirement for our volunteers, a short refresher course was offered to our operatives. In January 2017 a total of 8 residents completed the refresher which was well received and helped to raise confidence levels amongst the participants should the need arise to administer the first aid.

The BCA would welcome any other residents of our village to undergo the training, if you feel interested or require further information then please contact Chris Bennett on 01454 218354 or email chriswatkinbennett@supanet.com

Chris Bennett

4 Annual Report on BCA Capital Projects

4.1 Play Area

The Play Area is sited on land by the Nettleton Road kindly leased to us by Paul and Karen Lysley of Castle Combe at a peppercorn rent.

In the past year the project has made major progress. In June 2016 the site was levelled with topsoil and turf laid. Bristol and Avon Group and Gloucestershire Turf supplied excellent quality materials at very generous discounts, and we were particularly grateful when Freddie Clark stepped in with his loader at very short notice to help with unloading topsoil and levelling the site, ably supported by willing and energetic volunteers directed by Adrian Packer. This was partly funded through a 'Buy a Sod for Burton' appeal that raised £360 in donations, and a cake sale organised by Scarlett Beacham (aged 7 yrs) from Camellia Cottage, which raised over £110.

Following competitive tendering, Playforce of Melksham has been appointed as the preferred contractor for the play equipment. The chosen equipment is:

- A twin woodland tower multiplay unit
- A pair of swings, with one flat seat and one cradle seat
- An exercise and balance trail
- A nest swing

Preliminary consultation with Wiltshire Council Planning Department highlighted the importance of the arrangements for access to the Play Area from the village. In particular it was necessary to obtain support and agreement from Green Square Housing Association for the provision of pedestrian access from The Meads across their site to the north of the Play Area. Following this agreement, planning permission was granted in September 2016.

The project has been awarded a grant of over £10,000 in Section 106 funds arising from The Grange development, and a grant of £1000 from Nettleton Parish Council. Local support has included a grant of £250 from the Tetbury Skittles League; the various fund raising events reported above, and the Old House at Home are donating £1 on every takeaway pizza, Further grant applications are in hand, including the Jack Lane charity, Chippenham Area Board, and the National Lottery Awards for All scheme. In terms of the overall project, we are well over half way on fund raising, with about £12,000 still to find.

In March 2017 a major step forward was taken when a team of volunteers put up the play area fencing and gates with Adrian Packer and Tom Natresse leading the work technically.

Alistair Caie

5 Annual Finance Report

The BCA has had another financially successful year, in which it has carried out a number of fund raising events and activities, and this has enabled a start to be made on the play area project. Overall the current balance was £1889.85 as at 31 March 2017. Appendix B shows the profit and loss account and the balance sheet for the year.

Income during the year was £5372 of which £3,635 was from Club 100 entries, £685 donations, £387 and £1053 from event takings.

We incurred £6689 of expenses to date of which £4386 has been on the play area, £1715 has been for club 100 winner payments, further club 100 payments are due for April and May from the present entries. Other costs to note are £200 for the new gazebo and £97 for plants for the village gateways.

In 2017/8 we look forward to raising and receiving further funds for the play area through grants and fundraising activities. Also we shall be making Gift Aid claims not only for 2016/7 but also 2015/6.

APPENDICES

Appendix A.1 BCA Committee 2016/7

Alistair Caie (Chair)	Trystan Hitchens
Grant Cambridge (Deputy Chair)	Victoria Hitchens
James Towers (Treasurer)	Rachel Scott
Chris Bennett (Secretary)	Missy Sell
Judith Bird	Steve Symons

Appendix A.2 BCA Charitable Incorporated Organisation Registered First Trustees

Chris Bennett	Judith Bird
Alistair Caie	Grant Cambridge
Trystan Hitchens	Victoria Hitchens
Rachel Scott	Steve Symons
James Towers	

Appendix B Draft Accounts**B.1 Balance Sheet as at 31 March 2017**

		2016 / 2017	2015 / 2016
Bank	General fund	£569.65	£1351.70
	Play Area fund	£851.47	-
	Defibrillator fund	£31.00	£31.00
	100 Club fund	£435.00	£1635.00
	Burton in Bloom fund	£2.73	£100.00
	Totals	£1889.85	£3117.70

Profit and loss	Balance at start of financial year	£3117.70	£524.00
	Net profit	-£1227.85	£2593.00
	Net end of year assets	£1889.85	£3117.70

B.2 Profit and Loss Account for the year ending 31 March 2017

		2016 / 2017	2015 / 2016
Income	SODs donations	£360.00	-
	Events	£1052.84	£195.00
	Other donations	£325.00	£2377.00
	100 Club subscriptions	£3635.00	£4690.00
	Totals	£5372.84	£7262.00
Expenses	Insurance renewal payment	£182.05	
	100 Club prizes	£1715.00	
	Gazebo purchase	£200.00	
	Turf	£552.50	
	Topsoil	£348.00	
	Planning Application fee	£385.00	
	Soil Compactor Hire	£63.00	
	Gates	£1510.39	
	Fencing	£1482.48	
	Signage	£45.00	
	Lottery fee to Wiltshire council	£20.00	
	Gateway planters & Plants	£97.27	
Totals	£6600.69	£4669.00	
Net Profit/Loss		-£1227.85	£2593.00