

Burton Community Association General Committee Meeting on the 30th July 2018 (7.30pm) at The Old House at Home

Present

Alistair Caie (Chair)(AC), Paula Coyle (PC), James Towers (Treasurer)(JT), Missy Sell (MS), & Chris Bennett (Secretary)(CB)

1. Apologies for absence: Cynthia Walsh, Judith Bird & James Pearse
2. Notes of previous meeting on 25th June 2018 – Proposed by JT and seconded by MS – Notes approved
3. Actions

Action			
10.07.17/12	JT	Establish a process for dealing with 'gift aid' donations	On-going
11.09.17/5	AC	Discuss with play Area committee possibility of having plaques at play area in recognition of specific donors/sponsors, etc. Seek approval from BCA Trustees	On-going
11.09.17/9	JB	Liaise with GC and make enquiries with CSW and arrange training for GC	On-going
13.11.17/2	AC	Compose an opening paragraph for inclusion on the BCA marketing notice	Completed
08.01.18/1	AC	To arrange the official 'opening day' for the play area	Completed
08.01.18/2	AC	Draft details of a new sign for play area to indicate no smoking, no alcohol and no excessive noise	On-going
25.06.18/1	AC	Obtain authority from trustees to purchase play area bench securing brackets and postcrete to a cost of £120 approx	Completed
25.06.18/2	AC	Arrange invitations for donors and sponsors for the official play area opening ceremony	Completed
25.06.18/3	MS	Arrange invitations for residents to attend the official play area opening ceremony	Completed
25.06.18/4	CW	Arrange photographs of village areas and liaise with Lackham college for advice on possible landscaping/planting around the village	On-going
25.06.18/5	CB	Arrange meeting for the newly formed village 'Appearance' group and discuss options	On-going
25.06.18/6	CB	Discuss with Marje Caie refreshments for the forthcoming Crime Prevention evening on 3 rd	Completed

		July	
25.06.18/7	JB	Discuss with Events committee the possibility of organising a treasure hunt on foot around the village	On-going

Updates

Action 10.07.17/12 – JT reported that he had now received notification from HMRC that he was now recognised as the account holder for BCA. However JT has tried to log into the online account but has experienced difficulties retrieving data. JT has further enquiries to be made with HMRC. – Action remains on-going.

Action 11.09.17/5 – AC stated he had sent an email to Grant Cambridge to enquire about the work already done to seek a supplier for the plaque, and was awaiting a response. Action remains on-going.

Action 11.09.17/9 – AC reported on behalf of JB, it is unknown if JB has arranged any CSW training for Grant. Action remains on-going

Action 08.01.18/1 – AC reported the play area opening ceremony took place on the 20th July, which turned out to be a great event. Jane Scott conducted the actual ceremony and a lot of the sponsors/donors were in attendance, together with a large crowd of village residents/families. AC wished to thank MS and all those involved in the planning of the event, for all the hard work to make it such an enjoyable day. PC also wished to thank AC for the speech made which was well received during the event. All persons present echoed those sentiments.

Action 08.01.18/2 – AC reported this wasn't covered by the crime prevention evening and we should now go ahead and look to placing suitable signs in the play area regarding smoking/alcohol/noise issues. CB mentioned there was already a great deal of signage already and we should try and avoid too much, and lose any impact, especially at the entrance gates. PC suggested this activity mainly takes place near the picnic bench and so what about placing a sign inside the fencing near the bench. CB asked that if we did place a sign then it should be robust enough to avoid vandalism, etc. Action remains on-going.

Action 25.06.18/1 – AC reported he had received approval from trustees to purchase the material to secure the play area benches, the brackets had been purchased and he was still to purchase postcrete. Action completed

Action 25.06.18/2 – AC reported the invitations for donors/sponsors had been sent out for the play area opening ceremony, which had now taken place on the 20th July – Action completed

Action 25.06.18/3 – MS reported the invitations had also been sent to all Burton residents for the play area opening ceremony – Action completed

Action 25.06.18/4 – CB reported on behalf of CW to say this was still on-going and

wasn't sure if the photos had yet been taken. Action remains on-going

Action 25.06.18/5 – CB reported that he had yet to arrange a meeting with this group, although an email had been sent to all volunteers to update them on proposed next steps. CB hoped to arrange a meeting within the next couple of weeks and certainly before next committee meeting. Action remains on-going

Action 25.06.18/6 – AC reported the crime prevention evening was postponed from the 3rd July and actually held on the 19th July, and although refreshments were made available nobody took up the offer.

Action 22.06.18/7 – MS reported on behalf of JB, the events group meeting had identified JB and Paul Bird to organise this event. However due to the recent circumstances within the family it is unlikely to go ahead on the proposed date towards the end of August, we may have to postpone. Action remains on-going

4. Treasurer's report – JT reported

- Current total balance is £7,166.44p
- Current balance of play area fund is £4,461.08p
- 100 Club balance of £2,300.71p
- Defib account balance of £158
- General fund balance of £243.30p

JT also mentioned we had a small amount of cash in the 'Burton in Bloom' account. PC asked if we could channel funds from the general fund and use this to fund the work of the newly formed appearance group?

AC stated this may fall outside the 'charitable purposes' of the BCA hence funding might be difficult to justify.

A general discussion then took place regarding the merits to the resident's health and wellbeing by having an improved landscape around the village key areas and would this seem to fit the charitable objective.

Action 30.07.18/1 – AC to research further on this issue

JT also confirmed he had received the external auditors report from Jim Murphy

5. Health & Safety – CB indicated he had not received any H & S reports to consider.

6. Group updates:

- a. Play Area – AC reported the next phase of work to be done around the play area is to level the area on the approach to gates from Nettleton Road, to make it more accessible for pushchairs and persons with disabilities. It would need clearance of spoil, topsoil, turf and probably some form of matting/netting to help with vehicles near the roadside.
AC also proposed the work should be done by a contractor (we have

sufficient funds available), and not use voluntary labour. Following a general discussion it was agreed to seek a contractor for the work

AC also confirmed the retaining straps for the commemorative benches had been purchased and awaiting to be fitted. AC also confirmed the commemorative plaque for the Payne family had been received and awaiting fitting to the picnic table. However the picnic table was now considered unsuitable, as some of surface had warped. AC had already contacted the contractor playforce who responded by stating this was a natural effect for wood of this category subjected to the recent heat of the weather, etc. AC asked how we should proceed on this? The general view was that the explanation is not acceptable and we should press for a better resolution.

Action 30.07.18/2 – AC to obtain quotes for the work to be undertaken at the play area.

Action 30.07.18/3 – AC to speak again with Playforce and seek a solution regarding the warped wooden picnic bench.

- b. Events – MS stated the next events planned are:
- Treasure Hunt – to be arranged by Paul & Judith Bird
 - Recipe book – towards Christmas time
 - Quiz night – MS was going to ask JP to look into this. PC also nominated Pete Coyle to assist with this.
- c. Community Safety & Crime Prevention (CSCP) – AC reported the meeting with Police took place on the 19th July. A crime prevention officer and two PCSO's also came along. The evening was not that well attended by residents but informative. The main topic seemed to be crime prevention of homes/property and home security. AC also stated he had circulated notes of the advice to all residents via website and leaflets to those not on the Internet.
- PC acknowledged the information was a useful reminder for home security but would liked to have had more from the PCSO's regarding crime trends around our area, etc. PC also suggested we could utilise the crime prevention advice a little more by highlighting some key areas and cascading this down to our residents and adopt a more proactive approach. This might also highlight any individual concerns of residents, who could then contact the BCA for help. AC also mentioned the use of the Police 'bobbyvan' a resource that might help residents. A general discussion took place amongst the members who agreed this would prove useful.

Action 30.07.18/4 – PC to produce a document highlighting 'key' crime prevention advice for eventual circulation to residents

AC also proposed the Community Speed Watch activity should be part of this group's future activity and we should now look to providing an agenda for this group.

Action 30.07.18/5 – AC to produce an agenda/objectives for the CSCP group

- d. Village Appearance – CB stated (as Action 25.06.18/5 above) and he had also contacted Nettleton Parish Council to try and establish what areas within the village was private/local authority.

7. Report on other activities

- a. Lottery 100 Club – CB reported we had 50 members for this coming year and subscriptions had been banked. We were still to collect subscription money from x2 persons and this was in hand.
- b. Community Speed Watch – AC stated there was no update and will in future be covered by the CSCP group
- c. CPR & Defibrillator training – CB reported he still had to arrange some training and the OHH pub staff had changed considerably. The current system for help regarding the use of a defibrillator is to initially call the pub, having the key, and get it to where it might be needed. There were a lot of new staff and it is quite likely they are not aware of the defibrillator location and how to use it. CB proposes to contact pub management and provide suitable guidance on this.
Action 30.07.18/6 – CB to speak with OHH pub management and arrange suitable training.

8. Any other business

- a. Village BBQ – AC confirmed the village BBQ had been set for 1st September and between 1230 – 1530hrs. AC will do a poster that can be circulated next week. AC also asked if we could consider providing some entertainment for the children.

Meeting closed – 8.30pm

Next meeting - General Committee – 3rd September 2018