

Burton Community Association General Committee Meeting on the 11th Feb 2019 (7.45pm) at The Old House at Home

Present

Alistair Caie (Chair)(AC), Paula Coyle (PC), Cynthia Walsh (CW), Judith Bird (JB), & Chris Bennett (Secretary)(CB)

1. Apologies for absence: James Pearse, Missy Sell & James Towers (Treasurer)
2. Notes of previous meeting on 14th January 2019 – Proposed by JB and seconded by CW – Notes approved
3. Actions

Action			
30.07.18/4	PC	Produce a guidance document highlighting key crime prevention advice for circulation to village residents	Withdrawn
03.09.18/2	JB	Produce a set of safety instructions for use during the village treasure hunt	Completed
03.09.18/7	CB	Look at the safety issues for residents following the recent road traffic collision on the triangle – raise this with newly formed Road Safety & Crime Prevention Group	On-going
19.11.18/1	PC	Purchase a Costco membership card for BCA use	Withdrawn
14.01.19/1	JT	Apply for a Costco card as principal user and add MS & PC as additional users	On-going
14.01.19/2	CB	Research road signs and traffic cones and obtain quotes	On-going
14.01.19/3	AC	Circulate details of the St. Johns Ambulance First aid App to committee members	Completed
14.01.19/4	CB	Research the phone facility (55) for 999 emergency calls	Completed
14.01.19/5	JP	Forward Village Quiz poster to CB & AC for circulation	Completed
14.01.19/6	CB	Liaise with MS & JB to arrange Defib refresher training	Completed

Updates

Action 30.07.18/4 – PC reported this had not been completed. A discussion then took place amongst members to consider merits of continuing this Action. AC mentioned he had a document provided by Wiltshire Police Crime Prevention Dept. following a visit to the village.

Action 11.02.19/1 – AC to obtain an electronic copy of the document, check

suitability of contents and arrange distribution with CB

Action 03.09.18/2 – JB reported she had compiled a safety briefing document for the Treasure hunt event and read out the details to members. AC & CB agreed to view the document and produce an electronic copy, which would be circulated to members for comments, prior to the event.

Action 11.02.19/2 – CB to produce an electronic copy of the notes provided by JB and circulate to members for comment

Action 03.09.18/7 – CB asked this to be covered under item 6c

Action 14.01.19/1 – CB reported in the absence of JT, he has applied for the Costco card but still needs to visit the store with identification documents. Also when this has been done then PC & MS will also need to visit store with ID. PC stated she already had a personal card and suggested another member should be an authorised user of the BCA card. CB suggested in the absence of both JT & MS we should allow them to decide who should be the third user.

Action 14.01.19/2 – CB reported he had conducted initial enquiries and sourced potential equipment. However in view of the current position regarding work undertaken by volunteers within the village highways areas is under review, then CB suggests we hold fire on this pending future developments.

Action 14.01.19/3 – CB reported the details of the App. had been sent to all residents. CB went on to say the link is very useful and would hope members make use of it.

Action 14.01.19/4 – CB reported he had researched this facility further and the result had been sent to members. In essence the use of the 55 system when calling 999 is to enable a silent communication being made and it cannot trace the origin of the call.

Action 14.01.19/5 – JB asked this to be covered under item 6b below.

Action 14.01.19/6 – CB asked this to be covered under item 7a below.

4. Treasurer's report – AC reported on behalf of JT that treasurer has produced in advance of the meeting and circulated to members a financial spread-sheet for the end of January 2019. AC summarised the content to members

- Current total balance is £5,061.41p
- Reserves - £1,897.01p

5. Health & Safety – CB stated there were no reports to be discussed

6. Group updates:

- a. Play Area – AC reported he had circulated a copy of the recent safety inspection done by the Play Inspection Company on the 18th January 2019. AC raised concerns that the majority of comments for remedial attention were associated with design/installation processes. Albeit all areas were

considered to be either 'low risk' or 'very low risk'.

AC proposed he send a copy of the report to our installation company Playforce asking for comments on the report.

CB also suggested he and AC should visit the site and check items as mentioned as some may require our attention and not Playforce.

Action 11.02.19/3 – AC along with CB to visit play area and check the contents of report. AC to then write to Playforce company asking for comment.

b. Events –

- Quiz Night 27th Jan – JB reported on behalf of JP to say the quiz night took place although there was a low turnout of residents. Also the OHH pub put on a curry offer, which was only taken up by a few attendees. A discussion then took place regarding the suitability of timing and the day of the week to host such an event. A number of suggestions arose including the consideration of holding the event during the daytime at a weekend, which would enable parents to bring along the children. We could also consider producing a quiz for the children to participate in.
CB mentioned it had been previously discussed the BCA should consider asking the residents for feedback on the events we host and seek ways to encourage more attendance/participation and provide additional ideas for the future. Members agreed the Events group should come together and discuss a way forward to market ideas and seek feedback.

Action 11.02.19/4 – PC to speak with MS and arrange an Events group meeting. Consider the drafting of a very brief questionnaire for circulation to residents.

- Treasure Hunt – JB reported the date had been set for the 7th April. JB was going to recheck the route and ensure the answers were still obtainable, etc.
- Ladies night – JB informed members the initial date set for the event was circulated as 21st Feb. A limited number of ladies were able to come on this date, so JB has proposed the date be move to the 28th Feb. JB asked CB to circulate this change to the village ladies.

Action 11.02.19/5 – CB to circulate change of date for the ladies evening

- c. Community Safety & Crime Prevention (CSCP) – CB reported the meeting of the CATG, which was scheduled for The 22nd Jan, should have included the issues regarding the area around the triangle. However the Highways engineer had not visited the location and asked for it to be removed from the agenda. Cllr. Kerr of NPC has stated his disappointment for the last minute changes and will inform s when the next meeting is scheduled (might be June 2019), although he will inform us when the engineer is due to visit Burton

CB also mentioned JP had been working on the Speed indication Device (SID) but was unable to repair the electronic download system. There had

been several attempts to get this device working by different people and so far we have been unable to make it functional.

CB also mentioned we could do with more volunteers for the Community Speed Watch team? JB reported Wiltshire Police had informed her they were lacking resources to schedule further training at present and would inform us when they could manage this request. CB suggested we should seek ways to encourage other volunteers and maybe invite residents to come along and observe the operation of the CSW team. AC proposed we could approach a number of residents to seek their views.

Action 11.02.19/6 – AC to speak with a number of residents and ask if they would consider joining the CSW team.

d. Village Appearance -

- Wiltshire Council licensing of work – CB reported he had received advice from Cllr Beare of Nettleton Parish Council (NPC) that the work we had undertaken along the verges in the village contravened Highways regulations. The identified areas are:
 - ❖ The play area embankment – CB reported Cllr Beare had informed him the work we had done on the embankment had encroached onto the highway; there was also concern about the possibility of soil sliding down onto the road. CB was informed the boundary of the highway extends 3 metres from the roadside edge. Cllr. Beare informed CB we should reinstate the bottom section by either laying turf or re-seeding with grass. If we didn't conform to this then the Council could do the work and seek repayment from the BCA on a legal basis. CB informed Cllr. Beare that the Title Plan from Land Registry did show the play area boundary extended up to the edge of the highway (road). CB had provided Cllr Beare with a copy of this plan. Since this time Cllr Beare has forwarded a copy of Wiltshire Council highways plan which differs from the Land Registry plan.

AC stated we clearly have a differing view of who owns which part of the embankment and we will have to seek further clarification. NPC have this on the agenda for their next meeting on 14th Feb.
 - ❖ The verge between Beech View and The Old Plume on the main B4039. - CB reported Cllr. Beare had informed him the planting we had done required a Section 96 licence under the Highways Act. Cllr. Beare went on to say NPC were the appropriate authority to seek a licence from Wiltshire Council to do the work, which included certain restrictions. Again this is under discussion at the next NPC meeting and we await developments.
- The Great British Spring Clean (22nd March – 23rd April) - CB informed members the nationwide campaign to tidy up Britain had been advertised and suggested it would be a great idea to have an event in our village. The Daily Mail newspaper coordinates the campaign and we could register our group online to show our involvement. Following a

discussion amongst the members it was agreed we should agree a date and register our involvement with the campaign.

Action 11.02.19/7 – CB to circulate to all committee members and agree a date for the village ‘Spring Clean’

7. Report on other activities

- a. Defibrillator refresher training – CB reported a refresher training session took place on the 10th Feb which was attended by 12 residents. An updated list of volunteers had been posted on the village website.

8. Any other business

- a. Accident damage – CW raised an issue regarding the recent accident damage caused to a wall at her home by a vehicle travelling at speed on the main B4039. CW mentioned there had been other incidents over the years whereby vehicles had damaged properties. Following a discussion it was suggested CW should register this as a community issue on the MyWiltshire system
- b. BCA Annual General meeting (AGM) – AC stated the next meeting of the committee in March would be the last meeting before our AGM. In view of this, AC would be asking members for articles to be drafted and sent to him for the report. This would need to be done before the March meeting so that the report can be ratified. A brief discussion took place to agree a suitable date for the AGM. In the absence of several members it was agreed we should circulate proposed dates and seek a majority agreement.

Action 11.02.19/8 – CB to circulate alternative dates for AGM to committee/trustee members.

- c. The Parish Steward – CB reported Cllr Beare of NPC had informed him that if any task is identified which could be undertaken by the Parish Steward then the BCA/resident should in the first instance contact a resident Burton Councillor. If the local councillor considers an escalation of the task, then they will contact Cllr. Beare (Lead Highways) who will then direct the tasking of the Parish Steward.
- d. Fly tipping – CB reported there had been a recent incident of fly tipping in a lane off the B4039 just prior to the motorway bridge on Hillside. AC reported he had been in contact with Cllr. Wright of NPC to progress the matter. Since this time we have received guidance advice from Cllr. Beare regarding the actions to be/not to be taken when an incident of fly tipping occurs. CB confirms he had circulated this to residents on the email system only.
- e. The Chestnut tree on the ‘Triangle’ – CB reported he had concerns about the condition of the tree that showed signs of distress/disease. CB had raised this concern with NPC and stressed the wish to keep the tree and try to preserve the structure, although it needed specialist attention. This was now an agenda item for the next NPC meeting.

Meeting closed – 9.05pm

Next meeting - General Committee – 18th March 2019 (1945hrs)