

## Burton Community Association General Committee Meeting on the 29<sup>th</sup> April 2019 (8.15pm) at The Old House at Home

### Present

Paula Coyle (Chair)(PC), Judith Bird (JB), Missy Sell (MS), James Pearse (JP), James Towers (JT)(Treasurer) & Chris Bennett (Secretary)(CB)

### Also present; Jamie Sell

1. Apologies for absence: Al Caie (AC) & Cynthia Walsh (CW)
2. Notes of previous meeting on 25<sup>th</sup> March 2019 – Proposed by JT and seconded by MS – Notes approved
3. Actions

Action			
<b>03.09.18/7</b>	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	<b>On-going</b>
<b>14.01.19/1</b>	JT	Apply for a Costco card as principal user and add MS & PC as additional users	<b>On-going</b>
<b>14.01.19/2</b>	CB	Research road signs and traffic cones and obtain quotes	<b>On-going</b>
<b>11.02.19/6</b>	AC	Canvas local residents to join the CSW team	<b>Completed</b>
<b>25.03.19/1</b>	JB	Contact Joyce Watson regarding the CSW volunteers	<b>Completed</b>
<b>25.03.19/2</b>	CB	Provide JB with risk assessment documentation for the village treasure hunt	<b>Completed</b>
<b>25.03.19/3</b>	CB	Contact all trustees and arrange refreshments for the AGM on the 15 <sup>th</sup> April	<b>Completed</b>
<b>25.03.19/4</b>	AC	Contact David Kerr and agree date/venue for informal meeting with NPC representatives	<b>Completed</b>

### Updates

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

Action 14.01.19/1 – JT reported he had completed the application and paid the fee. JT was still to visit the store with ID and complete the process. MS stated she would be happy to go with JT and help complete the process. MS also suggested it was better for CW to be an additional card user and not PC who already has a card.

Action 14.01.19/2 – CB reported we still await the issue of a licence from Wiltshire Council although verbal approval has now been given to continue work on the village verges as agreed. CB stated he would now look to obtaining quotes for suitable equipment. Action remains on-going.

Action 11.02.19/6 – CB reported on behalf of AC that he had communicated with a few residents and some had shown an interest in joining the team. There is a waiting time for training with the Police. Action completed.

Action 25.03.19/1 – CB reported Joyce Watson had expressed an interest in joining the team and had come along to observe the work. Training is yet to be agreed with Wiltshire Police. Action completed

Action 25.03.19/2 – CB reported he had provided JB with the risk assessment material for the treasure hunt.

Action 25.03.19/3 – CB reported he had circulated requests to trustees and had volunteers to provide refreshments. The AGM took place on the 15<sup>th</sup> April and CB expressed thanks for the support provided.

Action 25.03.19/4 – CB reported on behalf of AC that he had arranged a meeting with NPC representatives on the 4<sup>th</sup> April at the Old House at home pub. CB reported the meeting took place with 3 NPC Cllr's and 5 BCA trustees. There was an informative exchange of information and the feeling was we should now have an improved two-way dialogue to avoid potential problem areas.

4. Treasurer's report – JT reported he had produced in advance of the meeting and circulated to members a financial spreadsheet for the end of March 2019.

- Current total balance is £5,026.41p
- Reserves - £2,232.01p

CB suggested the term 'treasurers report' for this meeting might not be entirely appropriate. CB went on to say the actual role of treasurer rests with the trustees and the actual treasurer may not in the future be present at a committee meeting. CB asked the members to consider this point and it should be discussed at the next meeting with others present.

**Action 29.04.19/1 – CB to look at naming options for the report and place on agenda for next meeting**

5. Health & Safety – CB stated there were no reports or incidents to consider. The latest event (treasure hunt) went well and JB suggested the signs placed on the roads did help reduce speeds through the village and drivers seemed to heed the safety notices.

6. Group updates:

- a. Play Area – CB reported on behalf of AC there were no updates

PC stated the play area group had been discussed at a previous meeting when it was agreed to amalgamate this work into the general committee. In view of this it was suggested the play area should not be included under the group heading but thought it better to have listed on future agendas as a separate items. All members present agreed to this change

**Action 29.04.19/2 – CB to list the play area as a separate item on future agendas**

JP mentioned there was little or no shade for users of the play area, especially since we have recently had longer spells of warm/hot weather. JP asked if there was anything we could do? A general discussion then took place amongst the group seeking options and the pros and cons. At this stage it was agreed JP could look at some suggested alternatives bearing in mind the limited space available.

**Action 29.04.19/3 – JP to look at options for provision of shade at the play area.**

- b. Events – MS reported the treasure hunt went well. The next scheduled event was the BBQ at the Old House at Home on the 6<sup>th</sup> July

JP mentioned we should try and advertise/publish some of our ad hoc events such as the quiz evening in good time and allow residents the chance to plan ahead.

MS stated it would be a good idea to plan an events group evening within the next couple of weeks.

MS went on to suggest that since the completion of the play area project she would like to see the BCA investigating the proposal to have a new project to focus our work, bearing in mind our constitutional objectives. After a brief discussion it was agreed we should revisit this proposal at the next meeting.

- c. Community Safety & Crime Prevention (CSCP)

- CB reported on Action 03.09.18/7. CB referred to notes provided by Cllr Kerr from a site meeting regarding the safety issues around the 'Triangle' area of the village. In brief suggested advise from Wilts council could be to extend the Nettleton Road speed limit to beyond the play area site. Have a road marking SLOW on Nettleton Road (further along) as a further reminder to drivers prior to the triangle. Investigate the use of better land markings around the junctions. The matter is due to be discussed at the Chippenham Transport Group on the 25<sup>th</sup> June. CB will update members following this meeting
- CB reported a number of lights had been taken from the footpath

between the main road and Toll Down Way. The details were circulated around the village with some hope the lights might be found and returned, this has not happened. CB asked the members if this should be reported to the Police? Also should we look to replacing them?

Following discussion members agreed this matter should be reported to the Police. The decision based on the fact we are promoting crime prevention and the loss was funded by public funds. The members also agreed we should seek to replace the lighting with some added security to prevent any future theft being too easy.

CB will obtain suitable quotes for replacement lighting and seek to obtain approval of costs at the next trustees meeting.

**Action 29.04.19/4 – CB to report the theft of the footpath lighting to Police**

#### d. Village Appearance

- The Great British Spring clean on 6<sup>th</sup> April – CB reported the village wide litter pick took place and we had an excellent response from volunteers. A large amount of rubbish was collected and sorted for recycling. An article has been placed in the bugle newsletter and the Honeycomb magazine. CB wished to pass on a well done to all our volunteers; it has made a huge difference.
- Wiltshire Council Licence update – CB reported on behalf of AC that he had sent a letter to Wilts Council highways as requested concerning the cultivation of highway verges and we were awaiting a response.

#### 7. Report on other activities

- a. Lottery licence renewal – CB reported he had received the lottery club licence renewal from Wiltshire Council and we were now covered up to 14<sup>th</sup> May 2020.

#### 8. Any other business

- a. CB reminded members the Annual Parish meeting was scheduled for the 2<sup>nd</sup> May, to be held at St Mary's church and asked members to attend if possible.
- b. JB informed the members we had been included in the Waitrose supermarket token scheme for the month of May and we hope to share the prize money of £1,000 with another two causes.
- c. MS wished to recommend Jamie Sell to become a member of the General Committee.

Proposed by PC  
Seconded by JT

All persons present voted in favour of Jamie becoming a committee member

**Meeting closed – 9.20 pm**

**Next meeting - General Committee – 3<sup>rd</sup> June 2019 (1945hrs)**