

Burton Community Association General Committee Meeting on the 10th Feb 2020 (7.45pm) at The Old House at Home

Present

Paula Coyle (Chair)(PC), Judith Bird (JB), Cynthia Walsh (CW), James Towers (JT) & Chris Bennett (Secretary)(CB)

1. Apologies for absence: James Pearse (JP), Missy Sell (MS) & Al Caie (AC)(Treasurer)
2. Notes of previous meeting on 13th Jan 2020 – Proposed by JB and seconded by JT – Notes approved
3. Actions

Action			
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
11.11.19/8	PC	Liaise with AC & CB to produce job description documents for BCA Chair, Treasurer and Secretary.	On-going
13.01.20/1	JB	Work on ideas for recipe book themes and send to CB for circulation to residents	On-going
13.01.20/2	JB	Liaise with Church PCC and arrange meeting to discuss ideas for events suitable for older children	On-going
13.01.20/3	CB	Seek approval of trustees to purchase replacement set of defibrillator pads	Completed
13.01.20/4	CB	Circulate to committee members asking for dates and volunteers for CPR & Defib training delivery	Completed
13.01.20/5	JT	Liaise with AC and check computer settings for access to CA 'Google' drive	On-going
13.01.20/6	CB	Circulate details to all trustees & committee members to check folder access/content to the BCA 'Google' drive and report back.	Completed

Updates

Action 03.09.18/7 – CB reported there had been no updates from either CATG or Nettleton Parish Council. Last information was Martin Rose from CATG was still absent from work and nothing would progress until his return.

Action 11.11.19/8 – PC reported this was still work in progress

Action 13.01.20/1 – JB reported a notice had been placed in the last edition of the Bugle newsletter in preparation for obtaining recipes. JB intends to begin this project in March and possibly made available for sale in mid-summer period. It was also suggested the book could be made available for sale at the village fete.

Action 13.01.20/2 – JB reported a meeting with church representatives was still to be arranged, no further update.

Action 13.01.20/3 – CB reported trustees approval for purchase of defibrillator pads had been done, pads purchased and now placed within the defib cabinet.

Action 13.01.20/4 – JT reported the meeting with AC was yet to be arranged.

Action 13.01.20/5 – CB reported he had sent an email to all trustees to ascertain levels of access to BCA material on the shared 'Google' drive. Some replies were still awaited before he asks JT to investigate further.

4. Treasurer's report – CB in the absence of AC made reference to a communication received from AC that had been circulated to all members prior to this meeting. In summary the points raised are:

- The Charity Commission 2018-19 annual finance report had been signed off by the independent examiners. AC proposed to formally record the thanks of trustees for the excellent work in completing this task.
Proposed – AC
Seconded – CB
All members endorsed this vote of thanks
- During the independent examination of our accounts a number of discrepancies regarding allocation of restricted funds as compared with CC reports for previous years were discovered. This had now been revised and corrected
- The Asset Register now includes the 2 memorial benches within the play area to correlate with insurance policy and annual accounts
- AC raised point regarding the provision of a new defibrillator battery to enquire about the expected lifespan. CB responded by stating the battery indicator on the machine was still showing a full charge and is monitored monthly as part of the checks. The equipment manual also doesn't provide any guidance on expected retention of charge. CB suggested that when the

indicator does begin to show a reduction of held charge then we should consider the purchase of a replacement.

- Green dog walkers scheme – to be covered under agenda item 8
 - Current total bank balance is £6,260.82p
5. Health & Safety – CB reported there had been no reports of ‘health and safety’ issues during the preceding month.
6. Group updates:
- a. Events – JB reported it was a quiet time for events at present following the busy Christmas period. CB asked if there were any plans to hold an ‘Easter egg hunt’ alongside the OHH pub.
Action 10.02.20/1 – JB to liaise with OHH pub regarding the proposal to host an Easter egg hunt.
 - b. Community Safety & Crime Prevention (CSCP) + CSW – JB reported the CSW team had conducted a number of checks during the last month; also the Police were now acknowledging her communications.
 - c. Village Appearance Group –
 - Great British Spring Clean 20th March – 13th April
CB reported he had registered online the BCA to host a litter pick for the village during the above campaign period. CB asked the members to consider a suitable date, which ought to be during a weekend period. Following a brief conversation it was suggested a Sunday would be preferred. PC also asked if we could obtain any equipment from Wiltshire Council to assist. CB proposed to obtain a suitable date from the trustees before circulation to village residents.
Action 10.02.20/2 – CB to coordinate a suitable date and circulate to residents for volunteers.
Action 10.02.20/3 – CB to contact Wiltshire Council to enquire about loan of equipment for the litter pick
7. Report on other activities –
- CPR & Defibrillator Refresher Training – CB reported a refresher session took place on the 9th Feb, which was attended by 8 residents. The total number of volunteers for the village is now 32.
8. Any other business

- Green Dog Walkers Scheme – CB reported in the absence of AC to state the incidents of dog fouling around the village was continuous. AC had researched a scheme adopted by 35 UK local authority areas (not Wiltshire), which is a voluntary non-confrontational scheme to promote good behaviour by owners of dogs. Could this be a mechanism to promote an improvement for Burton? AC suggests we consider lobbying Wiltshire Council to sign up. A general discussion then took place within the group. Members thought the dog owners who failed to pick up the animals poo would be unlikely to contribute to a scheme such as this. Our law-abiding residents may well embrace such an initiative. CB suggested AC continues to research this and we could raise this as an agenda item for the forthcoming AGM. This could then be put to the meeting attendees for views and comment.

Action 10.02.20/4 – CB to include this item for the AGM agenda.

Meeting closed – 8.45pm

Next meeting - General Committee – 16th March 2020 (1945hrs)