

## Burton Community Association Trustees Meeting 13<sup>th</sup> Oct. 2021 (follows General Committee meeting) at The Old House at Home

### Present

Paula Coyle (Chair)(PC), James Pearse (JP), Trystan Hitchens (TH) & Chris Bennett (Secretary)(CB)

George Hockin (GH)

1. Apologies for absence: Lydia Thornton (LT) & Cynthia Walsh (CW)
2. Notes of previous meeting on 2<sup>nd</sup> Sept 2021

Approval was proposed by PC and seconded by JP – Minutes approved

### 3. Actions

Action			
<b>28/07/21/1</b>	PC	Produce an Annual Report for the AGM	<b>Completed</b>

### Action Updates

Action 29.06.21/3 – PC reported the report had been presented at the AGM held on 14<sup>th</sup> Sept.

### AGM Actions

(CB) also asked the trustees to bear in mind the Actions which came about from the AGM (as listed below)

Action			
<b>14/09/21/1</b>	CB	Offer first aid session to residents for children.	<b>On-going</b>
<b>14/09/21/2</b>	CB	BCA trustees to discuss possibility of inviting NPC Cllrs to exchange and discuss roles within the community (we now have new Cllrs. and new trustees)	<b>On-going</b>
<b>14/09/21/3</b>	CB	Speak with OHH management and offer CPR & Defib training to staff members.	<b>On-going</b>

<b>14/09/21/4</b>	CB	Speak with Burton residents to identify blocked gullies and liaise with Cllr. Dafforn to discuss road clearance request	<b>On-going</b>
<b>14/09/21/5</b>	CB	Circulate the offer of help in deciding whether to improve home/personal security	<b>On-going</b>
<b>14/09/21/6</b>	JP	Produce an article for the next Bugle newsletter on the installation of cameras he has used.	<b>Completed</b>
<b>14/09/21/7</b>	CB	Liaise with JP and complete the registration for the NHW Scheme, as required.	<b>Completed</b>
<b>14/09/21/8</b>	PC	Make initial enquiries with Green Square Housing regarding proposals to use the land adjacent to the play area	<b>On-going</b>
<b>14/09/21/9</b>	CB	Circulate details of the Green Dog Walkers Scheme to village residents to obtain views.	<b>Completed</b>
<b>14/09/21/10</b>	CB	Circulate details of MyWiltshire reporting App. As a means of raising community issues with the local authorities.	<b>Completed</b>
<b>14/09/21/11</b>	CB	Produce an article for the village bugle newsletter covering nuisance incidents of dog barking and how to report them	<b>Completed</b>
<b>14/09/21/12</b>	PC	Produce a very short survey of ideas for Christmas Party and obtain feedback before booking a venue.	<b>Completed</b>
<b>14/09/21/13</b>	CB	Email residents and seek a volunteer(s) to organise the Children's Christmas Party event	<b>On-going</b>

### **Comments on the above Actions.**

(TH) commented on the clearance of 'sight lines' on Toll Down Road/Way junction which had been cleared. (CB) thought this had been done by the Parish Steward and he would pass on our thanks through Cllr. Dafforn

(PC) asked if a QR code had been attached to the defibrillator cabinet showing details of the trained volunteers. (CB) responded by suggesting having a QR code with personal details might be open to unwarranted access to personal details. The thought is that anyone wanting such emergency assistance would already be in contact with the local Ambulance Authority who in turn have access details for the Burton cabinet, who would then guide the user. The OHH pub do hold a laminated card with details of all locally trained users and could call upon them. Also, if the user was on the phone to the Ambulance Control Room, then they may not be best placed to scan the QR

Code. It was discussed having a small laminated card inside the equipment for use by local volunteers as a quick check to obtain assistance.

4. Treasurer's report – (CB) provided details of current balance for the end of Sept = £7,473.86

5. Health & Safety – CB had no items to report

6. BCA Corporate Matters –

- Co-optation of Trustee – (PC) was very pleased to introduce George Hockin to the trustees present at the meeting and proposed he become a trustee of the BCA, seconded by (TH) and all members present approved unanimously.

**Action 13/10/21/2 – CB to register George Hockin as a trustee of BCA with Charity Commission**

- Following the AGM – Election of Chair, Treasurer & Secretary – (CB) reported that following the AGM we should confirm the posts of Chair, Treasurer and Secretary, we could decide on holding an election or postpone until the next AGM in 2022. As some members were absent at this meeting, we also had new trustees, and in view of the closeness of the next AGM it was agreed to remain as at present.
- Discuss changes to HSBC Banking 'Terms and Conditions' – (CB) reported on behalf of (CW) that he had received notification from the HSBC Bank stating they were discontinuing Community Accounts and as of the 1<sup>st</sup> November 2021 were introducing a new Charitable Bank Account for charities and non-profit organisations operating for charitable purposes. This new account would have a £5 monthly fee, as well as other charges.

A general discussion took place amongst members to accept and agree these terms. It was generally felt this was unfair but not totally unexpected. At this stage members didn't know if any other bank(s) had no fee accounts and this should be explored. At this stage, BCA would remain with HSBC and pay the monthly fee.

**Action 13/10/21/2 – (PC) to research available bank accounts**

7. Any other business:

- Discuss idea from the BCA AGM to arrange a meeting of trustees with NPC Cllrs. – (CB) stated a similar meeting had taken place several years ago and thought it worthwhile. As both BCA and NPC had new members then this could be a good opportunity to meet and swap ideas. Members discussed the idea and agreed to the idea.

**Action 13/10/21/3 – CB to contact Chair of NPC to gauge views on the**

**idea.**

**Meeting closed – 9.50pm**  
**Next meeting - Trustees – (tba) 2021**