

Burton Community Association General Committee Meeting on the 24th Jan 2023 (7.30pm) at The Old House at Home

Present

Paula Coyle (Chair)(PC), Cynthia Walsh (CW), Paul Hawkes (PH), Lydia Thornton (LT), James Pearse (Treasurer)(JP) & Chris Bennett (Secretary)(CB)

1. Apologies for absence: Trystan Hitchens (TH) & George Hockin (GH)
2. Notes of previous meeting on 22nd Nov 2022 – Proposed by (CW) and seconded by (PH)– 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	CW	Work on ideas for recipe book themes and send to CB for circulation to residents	On-going
25/01/22/1	CW	Place all recipes into a folder on the 'Google' Shared drive	On-going
24/05/22/1	PC	Review the finances within the Restricted & Unrestricted funds at the end of 2022	On-going
20/09/22/2	CB	Liaise with JP and work on a system to divert emails to Secretary to nominated trustees to cover absences	On-going

Updates

Action 03.09.18/7 – CB reported the next CATG meeting is scheduled for the 24th January 2023 and we await further updates.

Action 11.11.19/8 – CB reported this was still work in progress, we needed to complete the roles of Chair and Treasurer.

Action 13.01.20/1 & 25/01/22/1 – CB asked for these Actions to be discussed under agenda item 7

Action 24/05/22/1 – Following a discussion within the group it was decided to revisit this action once (JP) had completed the transfer of Primary User function with HSBC.

Action 20/09/22/2 – (CB) confirmed he had sought advice from (JP) to confirm a facility was available on our email system. Members agreed this should be done and (JP) agreed to set the system accordingly. Awaiting a trial run to complete the Action.

AGM Actions

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

Action			
14/09/21/1	CB	Offer first aid session to residents for children.	On-going
16/10/22/1	CB	Discuss at the next BCA committee meeting - views to contacting Police and Bobby Van Trust and have a coordinated visit to the village.	On-going
16/10/22/4	CB	Post the MyWilts Online reporting system details onto the community website	Completed
16/10/22/5	CB	Ensure BCA meeting dates are published and circulated to residents when known	Completed

Comments on the above Actions.

Action 14/09/21/1 – (CB) reported he had placed an article within the February edition of the Bugle newsletter outlining this idea. Hopefully planning this during the first quarter of 2023 when weather improves

Action 16/10/22/1 – (CB) reported this was discussed during the November meeting where it was agreed to host an event. (CB) went on to report the village fete was now scheduled for 3rd June 2023, would it be advantageous to ask the Police to come along and provide advice to individuals. Following a short discussion members agreed we should speak with fete organisers and propose this option.

Action 24/01/23/1 – CB to speak with fete organisers

Action 24/01/23/2 – CB to communicate with local Police + Bobby Van Trust and invite to the fete.

Action 16/10/22/4 – CB reported he had posted a blog on the village website outlining this method of reporting community issues.

Action 16/10/22/5 – CB reported he had placed the event onto the website which populates an electronic calendar. This is not the same as 'posting' a blog' which automatically sends to emails. (CB) would look into the best method to publish meeting dates and discuss with website administrators.

4. Treasurer's report – (JP) reported the current balance to date 24th Jan 2023 is

£7,229.50p. (JP) went on to report he would continue with the current format for accounting until the end of this financial year. From April 2023 he would be creating a new format.

(PC) asked how the finances worked out for the village Christmas Party?

(JP) informed members the following details:

- £180 was spent on raffle prizes
- £240 was income from the raffle ticket sales
- The BCA made a profit of £60 to offset the cost of the minibus hire which totalled £300
- Overall cost to the BCA was £240

5. Health & Safety – CB reported there had been no reports of ‘health and safety’ issues

6. Group updates:

a. Events –

- Village ‘Open Gardens’ – (CB) asked the members to consider the possibility of hosting another ‘Open Gardens’ event, following the success of the 26th June 2021 event. Following a discussion amongst members a number of points were raised before agreeing any proposal.
 - Who would organize it?
 - Some members felt there were potential issues of ‘Privacy’ to adjoining properties which were participating in the event.

None of the members present were prepared to organise the event and suggested we seek a volunteer(s) from the residents to do this. If the event took place, then the host(s) gardens would need to speak with neighbouring properties to gauge views on any privacy matters.

Action 24/01/23/3 – CB to email village residents and seek a volunteer to organise the event, bearing in mind the above comment

- HM King Charles Coronation – (CB) reminded members the date for the coronation was published, the nation was planning to host community lunches on Sunday 7th May, and proposed we organise something for the village. Members present agreed this would be a good idea and discussed potential locations around the village. At this stage it is not known if there would be any easing of road closure (as done for HM Queen’s Jubilee. Also, it was thought the field used for the recent dog show might be suitable and we could seek the views of landowner. In addition, the group discussed provision of refreshments, should we look at doing a ‘hog roast’ or BBQ or suggest residents bring their own picnic. Agreed at this stage we seek permission to use the field

Action 24/01/23/4 – CB to speak with landowners.

- b. Community Safety & Crime Prevention (CSCP) + CSW – (CB) reported the Community Speed Watch Team were not deploying at present, the equipment had been taken away by the police for checks and calibration. No date was given for the return of the equipment.

- c. Village Appearance Group – (CB) mentioned a previous discussion during a BCA meeting raised by (PH) regarding a list of village areas where work is currently being done by the group. (CB) produced a table identifying those areas.

7. Report on other activities: -

- Bugle Newsletter – Impact on Recipes book project – (CB) reported the editorial team of the village Bugle newsletter had received some interest from residents to share ‘recipes’ which had been published. During a subsequent editorial meeting it was agreed they would continue to publish submitted recipe articles with the overall idea of generating continued interest from residents and eventually have enough material to enable the BCA to complete their project in publishing a recipe book. (CW) had been made aware of this idea. (CW) stated she had already acquired about 11 recipes and more were needed, so it was a good idea. (CW) also suggested the finished recipe book could be a tribute to Judith Bird who had the original idea and was well known and a keen baker in the village. Proceeds from book sales would be donated to one of Judith’s charities/organisations. (CB) asked, in what format these recipes should be? (CW) reported there were good examples and she would produce a template for residents to follow. Once the template had been produced it would be circulated. Completed recipes + photos would be returned to the BCA for book compilation. (PC) agreed to look into potential production costs. Members also agreed to ask Paul Bird if he had any views on this proposal.

Action 24/01/23/5 – (CW) to produce a recipe template

Action 24/01/23/6 – (CB) to circulate details to residents

Action 24/01/23/7 – (PC) to research printing options and costs

- Burton Village Calendar – (CB) mentioned the production of the calendar and was informed by Amanda Read the net proceeds for the sales were £125 to the BCA and £125 for the local church. (JP) confirmed this had been paid into the BCA account. (CB) proposed we send a letter of thanks to Amanda for the work undertaken in this

project.

**Action 24/01/23/8 – PC to send a letter of appreciation to
Amanda**

8. Any other business – None

Meeting closed 8.45pm

Next meeting - General Committee – 21st March 2023