

Burton Community Association General Committee Meeting on the 14th Nov 2023 (7.30pm) at The Old House at Home

Present

George Hockin (Chair)(GH), Cynthia Walsh (CW), Paul Hawkes (PH), Trystan Hitchens (TH), James Pearse (Treasurer)(JP) Lydia Thornton (LT) & Chris Bennett (Secretary)(CB)

1. Apologies for absence: Paula Coyle (PC)
2. Notes of previous meeting on 19th Sept 2023 – Proposed by (TH) and seconded by (GH) - 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 JP & CB to produce job description documents for BCA Chair, Treasurer and Secretary.	On-going
24/01/23/7	PC	Research printing options and costs for the Burton cookbook	On-going

Updates

Action 03.09.18/7 – (CB) reported the Local Highways & Footways Improvement Group (LHFIG) took place on the 6th July 2023, when this issue was discussed. It was confirmed our Parish Council had now approved their % costs for both the Nettleton Road changes and the Hillside speed limit changes. We are informed this work will be completed by March 2024.

(CB) also reported the next meeting of the (LHFIG) was scheduled for the 3rd Oct 2023, the minutes of this meeting are not yet available on the Wiltshire Council website.

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

Action 24/01/23/7 – (CB) asked for this to be covered under Agenda item 7

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
09/07/23/2	PC	Consider exploring additional ways to reduce speed within the village, to include chicanes, humps in the road and rumble strips. Resident Al Caie asked if any of the BCA Committee to take this project forward. Agreed to be discussed at next BCA meeting	On-going
09/07/23/3	CB	(CW) requested plan to arrange a meeting of the Appearance Group and discuss some ideas.	On-going
09/07/23/4	JP & CB	Speak with management of the OHH pub and coordinate suggestions/requirements for Christmas party from the village residents.	Completed
09/07/23/5	CB	Seek ways to promoted BCA and encourage volunteers - raise this as an agenda item for the next BCA trustees meeting	On-going
09/07/23/6	CB	(PH) suggested we make better use of available funds with community ideas - raise this as an agenda item for next BCA trustees meeting.	On-going
09/07/23/7	PC & CB	(TH) suggested we should contact Green Square Accor Housing to obtain update on proposals for land adjacent to The Meads	On-going
09/07/23/8	CB	(via email) Amanda Read suggested we consider a 10 th anniversary event to celebrate the formation of the BCA - include this on the agenda for the next trustees meeting	On-going
09/07/23/9		Seek ideas for ways in which we can support our more senior members of community - raise this point as an agenda item for the next BCA trustees meeting	On-going

Comments on the above Actions.

Action 14/09/21/1 – (CB) this remains on-going and proposed we leave this until after this festive period and look again in early 2024.

Action 09/07/23/2 - (CB) reminded members this point was raised asking for someone to take a lead on this potential project. As yet we don't have a BCA Lead on this. Action remains on-going.

Action 09/07/23/3 - (CB) – asked (CW) to raise the points she had suggested for discussion. (CW) reported she was unhappy with a breach of her privacy due to

customers at The Burton Farm Shop having a view of her private garden areas. (CW) asked us to consider placing a suitable screen of planting on the highway verge to minimise this issue. (CB) suggested this particular problem is not something the BCA Appearance Group can actively do without permission from the landowners who are Wiltshire Council (in consultation with NPC) and the Farm Shop owners. Suggest (CW) either contact our NPC or go along to their next meeting (usually held on the third Monday of each month, so believed to be Monday 20th Nov) and explain the issue.

Action 09/07/23/4 - (CB) reported a meeting had taken place with Bruno at the OHH and plans were well under way for the Christmas party (see agenda item 6 below)

Action 09/07/23/5 – no further progress on this as yet.

Action 09/07/23/6 – No further update from (PC) on the Speed Indication Device or (JP) on the play area sail. Action remains on-going

Action 09/07/23/7 – (CB) reported he had not received a reply from Green Square Accord Housing (GSA) to his letter sent on 9th Sept. Consequently (CB) emailed (GSA) direct asking for a response. Eventually today (GSA) Customer Services confirmed the email/letter had been forward to the addressee and we can expect a response within x7 working days.

Action 09/07/23/8 – (TH) reported no update on this as yet.

Action 09/07/23/9 – (CB) suggested this could be a very useful idea as we seem to concentrate on activities for children and younger persons but not specifically for more senior residents who may appreciate more interaction, any ideas? A general discussion took place within the group which highlighted a need to define who this would be aimed at, i.e. what age groups? How could we engage with them for ideas? (CB) mentioned a few residents did seek help with transportation needs currently done by volunteers or Village Link, perhaps we could expand this. Suggestion of social gatherings such as coffee morning/chats, lunches, etc as done by surrounding villages. All agreed this needs more discussion and remains an on-going Action.

4. Treasurer's report – (JP) reported the current balance to the end of October is:

- Overall balance = £8,556.65p
- Restricted = £3,255.27p
- Unrestricted = £5,701.38p

(JP) proposed we move cash into the Restricted Fund to provide a more equal balance of accounts.

(CB) mentioned we had to allow for the remaining lottery prizes which totalled £880, we also have an insurance policy to pay of approx. £500 and the lawnmower service/repair of about £187.28p. These costs will need to

be approved by our Trustees.

(JP) proposed we transfer £593.24p from the Lottery Fund to the General Fund, to raise this balance to £1k and cover the Insurance payment.

Following a discussion by members, this was approved.

5. Health & Safety – CB nothing to report for members

6. Group updates:

a. Events –

- Christmas Party Arrangements – (CB) reported he had received as of today's date, a total of x64 interested to come along. (JP) confirmed he had received payments (so far) of x24 and suggested we circulate another reminder for payments.

Action 14/11/23/1 – (CB) to email reminder for payment

(CB) asked if there were any plans for a raffle or any other activity to plan for. Following a brief discussion, it was agreed to not have any additional activities for this event.

- Children's Christmas Party Arrangements – (CB) reported this was now being organised by a group of parents (lead by Grace Hutchings) and an email had been sent to the village residents. The party is planned for Sunday 10th Dec. (CB) stated he would get in contact with the planners to offer any support.

b. Community Safety & Crime Prevention (CSCP) + CSW – (CW) reported that during her last CSW session she had encountered an unusual occurrence whereby a man began videoing the session on a mobile phone and claimed the team were hiding and not complying with proper procedures. This caused personal concerns to the team members. This person was handed a document explaining the activity and gave details of where to make any complaint with the Police.

(CB) also mentioned Al Caie (CSW Team leader) had very recently placed a 'Post' on the village website asking for volunteers to join the group/team.

c. Village Appearance Group – (CB) reported that due to the poor weather it hasn't been feasible to arrange any group events, although the verges had been kept tidy.

7. Report on other activities: -

- Update on Village Cookery Book – (CB) asked for an update on this as he wasn't at the Sept meeting. (CW) reported no further progress on this. (CB)

pointed out this particular Action began on the 13th January 2020, and asked what could be done to get this completed, also create a timeline for completion? (CW) stated we needed more recipes. Following a discussion amongst the group it was decided (CW) should place all current material onto the BCA Shared Drive and (JP) offered to help with this. Mention was made to contact the Bugle team and obtain copies of the recipes used over the past 12 months, also contact the Farm Shop and speak with Niki Harris who was willing to provide a variety of recipes, if asked.

Action 14/11/23/2 – (CW) place recipe book material onto the BCA Shared Drive documents folder

Action 14/11/23/3 – (CB) to contact Bugle newsletter team and ask for copies of submitted recipes.

Action 14/11/23/4 – (CW) to speak with Farm Shop for ideas and help with this.

8. Any other business – Some members reported not receiving current emails and discovered they were having to login to the email account. (JP) explained for security reasons, the system now required Users to confirm login/passwords every x30 days as part of the Verification process. If any members had problems doing this, then contact (JP) for advice.

Meeting closed 8.30pm

Next meeting – on either 16th or 23rd January 2024 (tbc)