

## **Burton Community Association Annual General Meeting 9<sup>th</sup> July 2023 (6.30pm) at The Farm Shop & Kitchen**

Present

Paula Coyle (Chair) Paul & Hannah Summerfield Alistair Caie James Pearse  
Trystan Hitchens Cynthia Walsh Paul Hawkes Lydia Thornton George Hockin  
Chris Bennett

1. Apologies for absence: None

Paula Coyle welcomed the residents, introduced the trustees and thanked everyone for attending.

2. Notes of previous meeting on 16<sup>th</sup> October 2022 – Approved (Proposed by (CB) and Seconded by (JP)

3. Actions arising from previous meeting

<b>Action</b>			
<b>14/09/21/1</b>	CB	<b>Arrange first aid session(s) for village children</b>	<b>On-going</b>
<b>16/10/22/1</b>	CB	<b>Raise with BCA committee (at next meeting) a suggestion of a coordinated visit by Police &amp; Bobby Van Trust to the village</b>	<b>On-going</b>
<b>16/10/22/2</b>	CB	<b>Contact residents to offer NHW stickers for windows</b>	<b>Completed</b>
<b>16/10/22/3</b>	CB	<b>Produce an article for the Bugle newsletter for guidance on using the MyWilts reporting App</b>	<b>Completed</b>
<b>16/10/22/4</b>	CB	<b>Post information of the MyWilts App on the village website</b>	<b>Completed</b>
<b>16/10/22/5</b>	CB	<b>Publish dates of BCA meetings when known</b>	<b>Completed</b>

Action updates:

14/09/21/1 – (CB) reported he had yet to arrange any additional training for village children. The session which took place in 2019 was well received and thought it would be a very useful to repeat. A number of issues had meant this had been put on the 'back burner' and efforts would be made to arrange this training in the near future (dates to be arranged)

16/10/22/1 – (CB) reported the BCA trustees had discussed the suggestion to arrange a meeting with a Police crime prevention officer and the village residents. In order to

get as many residents involved, it was agreed to ask the village fete organisers if we could use this date/venue to facilitate the meeting. The thought behind this proposal was it could capture a wider audience of potentially interested residents for informal chat with the Police representative(s). (CB) enquired with the village fete organiser who felt this would not be a good idea and might detract from the purpose of the fete in addition did say a previous meeting with Police was done several years ago, although another meeting would be useful.

(CB) reported he would gather more details on potential interest within the village before approaching the relevant parties. Action remains on-going

16/10/22/2 – (CB) reported a small number of residents had requested a window sticker which had been delivered. Some residents at this meeting also asked for the stickers, to be arranged with (JP)

16/10/22/3 – (CB) reported an article had been included [HERE](#) within the November newsletter

16/10/22/4 – (CB) reported he had created a website blog [CLICK HERE](#) providing details on the reporting process.

16/10/22/5 – (CB) reported the dates of BCA meetings would be included within the monthly Bugle newsletter which goes to every household in the village.

Alistair Caie (AC) commented on his disappointment there were no representatives from the Parish Council or Wiltshire Council at this meeting.

4. **Chairman's Annual Report** – (PC) had prepared and distributed copies of the report to the attendees.

(PC) referred to the annual report, summarised the main points:

### **Reminder of BCA x3 Objectives**

#### **1. Maintenance of a Children's Play Area**

- Play equipment has been maintained, insured and inspected to ensure safety. Funds from the BCA is used for this purpose.

(CB) confirmed the latest safety inspection had been done by The Play Inspections Company in January identifying a few very low risk elements, i.e. some wear on shackles/bolts which should be monitored. (CB) also asked the trustees to agree to pre-booking the same company for our next inspection. All trustees approved this proposal.

#### **2. To Promote an Improved Liaison with Police**

- **(Community Speed Watch)**

(PC) made reference to data provided by the CSW team leader (AC), which covered numbers of sessions, vehicles reported to the police for exceeding the speed threshold.

- The association has worked in partnership with the local Police to provide a community speed watch (CSW) group to help reduce traffic speed and minimise harm of injury to its residents.
- The team had done 60 sessions (1hour durations), passing vehicles were 12,229 (avg of 204) per session. From this, 312 vehicles were exceeding the 35mph threshold, with x8 vehicles over 45mph. The max was 51.

(AC) also added we have x5 core volunteers which is also supported by a few more volunteers who perform the role less regularly. During this year the team had recruited Joyce Watson & Lesley Dawson as well as more recently Magda Reglewska. This now enabled the team to deploy as a group of x3 persons more regularly, hopefully x3 times a week on average. If the team added more volunteers, then this could be extended further.

Hannah Summerfield (HS) added she was concerned with the speed of some vehicles travelling along Hillside and asked if the CSW team could do some activity in this area. (AC) added the team had done some activity in this area which is governed by a 40mph restriction, and we had not detected very many exceeding the 46mph threshold, but would certainly look into more visits. (CB) also added we had identified this as a community issue with Wiltshire Council and this was a priority matter. A proposal to extend the 30mph limit from the bottom of Hillside to the village boundary (white gates) was nearing approval, this should improve the speed of vehicles coming down the hill. Once this was in place then the CSW team could direct more activity to monitor the change.

**Action 09/07/23/1 – (CB) to liaise with (AC) to produce an article for the next Bugle newsletter seeking additional volunteers to join the CSW team.**

A general discussion then took place regarding possible methods to reduce speeding traffic through the village, including the possible use of speed calming measures such as ‘Sleeping Policeman’, Rumble Strips and bollard chicane systems. (AC) asked if any member of the BCA trustees would be willing to take this on as a project?

(PC) agreed the trustees would discuss this at a future meeting and report back

**Action 09/07/23/2 – (PC) to discuss at next BCA meeting**

### **Neighbourhood Watch**

- (PC) also added we had registered with the National Neighbourhood Watch scheme and (JP) is the village coordinator.

## To Preserve & Protect Health

- The defibrillator equipment is registered with The CIRCUIT a national scheme approved by South Western Ambulance Service and available for use by members of the public.
- This year we have conducted 1 refresher/new training session and have maintained a list of 19/20 trained community members as well as the purchase of new defib pads and battery  
(CB) added a revised list had been published on the village website to update numbers

## Village Appearance Group

- The group continue to take the lead on encouraging the community to improve the overall appearance of the village, and seek to improve the overall wellbeing. The village has also held a 'Village Tidy Up' day in May and supported a tidy up of the church grounds.

(CW) made comment the volunteers of this group had not met for some time and she had some ideas to put forward.

**Action 09/07/23/3 – (CB) to arrange a meeting of the Appearance Group and discuss ideas.**

## Social Committee

- During this year the BCA has managed to organise the adult and children's Christmas parties. The BCA has also supported the Parish Queen's Jubilee party by providing transportation.
- Members present added they enjoyed the party and thanked (JP) for organising this. A general conversation then took place to discuss the planning for the 2023 party. In addition, the party organisers should discuss a list of requirements to put forward on behalf of the community.

**Action 09/07/23/4 – (JP) & (CB) agreed to speak with management of the OHH pub and coordinate suggestions/requirements for Christmas party from the village residents.**

## Village Lottery Club

- This is the eighth year of the village lottery and still provides the bulk of funding for BCA activities. During this year June 2022- May 23 incl.:
  - Lottery income was £3,285
  - Lottery prize money was £1,430
  - Lottery licence fee £20
  - Remaining funds for BCA use - £1,835

## **Annual finance report**

(PC) reported the annual/payments receipts for 2022-23 were

Receipts - Lottery and donations = £3,385

Expenditure –

- Appearance group = 234.19p
- Defibrillator maintenance = £217.59p
- Play Area = £156
- Bank Fees = £69.60p
- Lottery prizes & licence = £1,950

Funds remaining (*as at 31<sup>st</sup> March 2023*) are:

Unrestricted funds - £3,654.98p

Restricted funds - £3,255.27p

## **Acceptance of the Annual Report**

(PC) then invited any questions regarding the Annual Report.

- Proposed by (JP)
- Seconded by (PH)

## **5. Election of 2023-24 Trustees**

(CB) stated that following the statutory advance notice for the meeting, there had been no other nominations for the role of BCA trustee.

A discussion then took place with those present to seek ways in which we could promote the BCA role(s) and possibly attract new volunteers.

**Action 09/07/23/5 – (CB) to raise this as an agenda item for the next BCA trustees meeting**

(CB) stated that in accordance with the BCA constitution and on rotation he is required to 'step down', the seven existing trustees would remain in post.

(CB) stated he was willing to remain a trustee and sought re-election

### **The following voting took place:**

Chris Bennett – proposed by (PC), seconded by (GH)

The nomination above was agreed by all members present.

The charity trustees to be registered with the Charity Commission for 2023-24 are:

Chris Bennett – re-elected  
Paula Coyle  
James Pearse  
Cynthia Walsh  
Lydia Thornton  
Trystan Hitchens  
George Hockin  
Paul Hawkes

## 6. Focus on the Year Ahead 2023-24- Open Forum

(PC) invited the attendees to speak and the below was raised:

- (PH) commented on the current financial position of the available funds and we should ensure we don't accumulate an excess of funds year on year. We should seek to make better use of funds on projects/needs.  
**Action 09/07/23/6 – (CB) to raise this as an agenda item for next BCA trustees meeting and engage with residents for ideas**
- (TH) enquired as to what use could be made of the land adjacent to the play area, owned by Green Square Housing

(CB) reported this had been a previous Action, the result being the land was ear-marked for potential housing development for several years, although we had been granted ad-hoc use of the land. A previous discussion also indicated a lack of willingness to take this on, due to additional maintenance issues, etc. However, in view of the changes being undertaken more recently by Green Square Accor Housing (GSAH), whereby they are now selling their properties (as they become vacant) in the village, then there is less likelihood of future development. (PC) suggested we ought to check with GSAH bearing in mind our access to the play area agreements and if we did seek an interest then funding could be made available to employ a gardener to maintain the area  
**Action 09/07/23/7 – (PC) & (CB) to communicate with GSAH and seek views/plans they may have now.**

- (CB) reported he had received an email from resident Amanda Read (a former Chair of the BCA, suggesting we hold an event to celebrate the 10<sup>th</sup> anniversary of the formation of the BCA

Members present agreed this would be a great idea and it should be discussed at the next BCA trustees meeting

**Action 09/07/23/8 – (CB) to include this on the agenda for the next trustees meeting**

- (HS) enquired if the BCA did anything specifically for the more senior residents

in the village, such as support where needed.

(GH) mentioned we did have a scheme in place during the COVID pandemic which was based on looking after our more vulnerable residents.

(CB) confirmed the facility of Village link was available for residents to help with hospital appointments, travel to shops, etc. Details of this are available on the website, but is run by another charitable organisation. (CB) agreed we didn't have specific ideas for the more senior members of our community at present and welcomed ideas.

**Action 09/07/23/9 – (CB) to raise this point as an agenda item for the next BCA trustees meeting**

### **Conclusion of meeting**

(PC) thanked everyone for coming along to the meeting and (CB) would pass on thanks to Dan & Ange Clark for allowing us to use the Farm Shop for the meeting.

Meeting closed – 7.55pm

Next AGM – To be arranged for 2024