

Burton Community Association Annual General Meeting 21st July 2024 (6.30pm) at The Farm Shop & Kitchen

Present

George Hockin(Chair), James Pearse, Trystan Hitchens, Cynthia Walsh, Lydia Thornton, Paula Coyle & Chris Bennett

1. Apologies for absence: Paul Hawkes

There were no other residents present.

2. Notes of previous meeting on 9th July 2023 – Approved (Proposed by (PC) and Seconded by (JP)

3. Actions arising from previous meeting

Action			
14/09/21/1	CB	Arrange first aid session(s) for village children	On-going
09/07/23/1	CB	Liaise with (AC) to produce an article for the next Bugle newsletter seeking additional volunteers to join the CSW team	Completed
09/07/23/2	PC	Discuss points raised by residents regarding exploring possibilities of introducing various ‘speed calming’ measures on village roads, and seek a committee member to take the lead, at the next BCA meeting	On-going
09/07/23/3	CW	Arrange a meeting of the Appearance Group and discuss potential ideas (CW) may have.	On-going
09/07/23/4	CB & JP	Speak with management of the OHH pub and coordinate suggestions/requirements for Christmas party from the village residents.	Completed
09/07/23/5	CB	Raise as an agenda item for next BCA trustees meeting - to discuss ways of engagement with residents for ideas to promote the BCA role and attract new volunteers	Completed
09/07/23/6	CB	Raise as an agenda item for next BCA trustees meeting - to discuss ways of engagement with residents for ideas on use of excess funds on projects/needs	Completed
09/07/23/7	CB	Communicate with GSAH and seek	Completed

		views/plans they may have now for the land adjacent to the play area	
09/07/23/8	CB	Raise as an agenda item for the next trustees meeting – to hold an event and celebrate the 10th anniversary of the formation of the BCA	Completed
09/07/23/9	CB	Raise as an agenda item for the next BCA trustees meeting – to discuss ideas for ways to support the more senior members of our community	Completed

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) (CB) asked for suggestions on suitable dates for parents, following a short discussion it was thought we should plan to do this early September after return to school. **Action remains on-going**

09/07/23/1- (CB) reported this had been included within the Bugle newsletter and is included monthly under the Community Speed Watch reports done by Al Caie. **Action is completed**

09/07/23/2- (PC) reported the possibility of reintroducing the idea of installing a Speed Indication Device (SID). The equipment provided by Wilts Council was defective and beside best efforts we couldn't get it to work. (PC) suggested if we had sufficient funds available then maybe BCA could fund a more modern device. Following a short discussion, members resent agreed to (PC) researching options to buy one. (CB) also added, other forms of speed reduction measures were unlikely to be approved by local authorities, such as chicanes/speed humps and this might be the only feasible option. We would need to look at devices which are solar/battery powered as we don't have any suitable powered lamp posts at the entrances to the village. **Action remains on-going**

Action 21/07/24/1 – (PC) to research costs for a suitable Speed Indication Device

09/07/23/3 – (CB) reported he had circulated details of a proposed village 'tidy up' day for the 23rd March 2024. A small number of volunteers worked on the main planted verge of the street, cut back brambles overhanging the trees, and swept the main road from Marsh Lane towards the Triangle. There was also an idea proposed by (CW) to consider some planting along the verge adjacent to the Farm Shop. On researching, the area indicated is probably owned by the Farm Shop and is therefore not something our group can undertake. Other work done throughout the year to keep the gateway planters tidy and verges mowed has continued. (CW) reported she had been

in communication with the owners of the Farm Shop and although nothing was progressed, asked for this **Action re-allocated to (CW) and to be recorded as on-going**

09/07/23/4 – (CB) reported he and (JP) had met with the OHH pub management and agreed the terms for the village Christmas party. The party was held on the 8th December, attended by 60 residents. Feedback overall was very positive and deemed to be successful. A short discussion then took place to pre-arrange the next party for 2024.

Action 21/07/24/2 – (JP) to speak with OHH management and agree suitable date, possibly the 13th Dec 2024.

09/07/23/5 – (CB) reported this action was repeatedly raised at BCA meetings and the general consensus seems people need to be approached directly as there is a reluctance to respond to general open appeals. This can be borne out by the lack of attendance at such meetings as this AGM and the notice for consideration for election as a trustee. (CB) went on to say there are a number of factors which influence personal interest in the work of the BCA, not least having availability of time, and things may change when individual circumstances change. For now, this **Action should be closed**

09/07/23/6 – (CB) reported this had been initially raised by (PH) and later raised on subsequent meeting agendas. The idea of having a sun shade on the play area was still an option. (PC) also added this could also be addressed if and when funds for a (SID) were given the go ahead. This could be linked to **Action 09/07/23/2 above.**

09/07/23/7 – (CB) reported alongside (GH) they had sent a letter to Green Square Housing Accord in Sept. 2023 to enquire about any proposed use of the land adjacent to the play area, including confirmation on the continued permitted access through this land to the play area. A response from (GSHA) confirmed they had no immediate plans to develop the land area and were happy for the village to have access across the land to the play area. They also confirmed that if they did in the future place housing on this area there would be provision to include such a pathway. **Action is completed**

09/07/23/8 – (CB) reported a 10th anniversary party for the residents was held on the 7th July 2024 at the OHH pub, attended by 30 adults and approx. 8 children. A Burton themed quiz was arranged and refreshment provided by a fantastic buffet. **Action completed**

09/07/23/9 – (CB) reported resident Amanda Read had provided some very useful links to the Bugle July 2024 edition newsletter (under Sue's News) and made residents aware (via email) of the 'Wellness Tracker' provided free by Wiltshire

Libraries. The BCA had also drawn up plans to divide the village into 'ZONES' and each of the trustees would take responsibility to maintain contact with residents (particularly the more vulnerable) in situations such as extended power failures, flooding and extreme weather, as examples. This information will be published soon and circulated. **Action will be completed on publication**

Action 21/07/24/3 – (CB) to produce a document outlining the ZONES and details of trustees.

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

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

Reminder of BCA x3 Objectives

1. Maintenance of a Children's Play Area

- Continue to provide an area for children in the village for recreational purposes
- In its seventh year
- Indications that this area is used by children of the village as well as people visiting the area
- BCA maintains this by organising an annual site inspection (last done on 29th Jan 2024) and ensures insurance cover.
- July 2024 a group of volunteers helped to clean and maintain the play area over a weekend

2. To Promote an Improved Liaison with Police

- **(Community Speed Watch)**

(GH) 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 team had done 126 sessions (1hour durations), passing vehicles were 27,320. From this, 689 vehicles were exceeding the 35mph threshold, with x17 vehicles over 45mph.
- A speed reduction project had reach final consultation phase with Wilts Council and residents to introduce a 20mph area around Nettleton Road and Church Hill areas. Also change the 40mph area on Hillside to a 30mph area.

Neighbourhood Watch

- Resident James Pearse is the village Neighbourhood Watch Coordinator.

To Preserve & Protect Health and to relieve sickness

- 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.
- Training continues to be offered to staff members of the OHH pub
- No purchases this year on spares/replacement parts

Village Appearance Group

- Volunteers in the village work hard to maintain the appearance of the village, by clearing steps, mowing the grass, trimming verges to allow visibility and looking after flowers/shrubs throughout the village.
- Dealing with some issues regarding rubbish including the emptying of dog poo bins
- Requests made to the Parish Council this year to have road drains assessed and cleared, due to surface water collecting on the roads during heavy rainfall

Social Committee

- During this year the BCA has managed to organise the adult and children's Christmas parties.
- 10th anniversary party, to include previous members of the BCA committee

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

(GH) reported the annual/payments receipts for 2023-24 were

Receipts

- Village Lottery £3,310

Payments

- Insurance = £440
- Appearance group = £257
- Defibrillator maintenance = Nil
- Play Area = £178
- Bank Fees = £66
- Lottery prizes & licence = £1,560
- Social events = £200

Funds remaining (*as at end of June 2024*) are:

Unrestricted funds - £5,375.98p (57%)

Restricted funds - £4,073.71p (43%)

Acceptance of the Annual Report

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

- Proposed by (TH)
- Seconded by (JP)

5. Election of 2024-25 Trustees

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

(CB) stated that in accordance with the BCA constitution and on rotation the following three trustees were required to 'step down', the five existing trustees would remain in post.

(PC) (LT) & (TH) stated they were willing to remain as trustee and sought re-election

The following voting took place:

Paula Coyle – proposed by (CW), seconded by (LT)

Lydia Thornton – proposed by (CW), seconded by (GH)

Trystan Hitchens – proposed by (GH), seconded by (JP)

The nominations above were agreed by all members present.

The charity trustees to be registered with the Charity Commission for 2024-25 are:

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

6. Focus on the Year Ahead 2024-25- Open Forum

(GH) invited the trustees to speak:

- (CW) suggested we could arrange a visit to Wentworth Puzzle Factory in Pinkney, Nr. Malmsbury. An interesting place with an entry fee of £5, donations towards the Air Ambulance.
Action 21/07/24/5 – (CW) to provide details and forward to (CB) for discussion with trustees and residents
- (GH) stated he had spoken with a resident who suggested the children's play table in the play park was broken and it might be nice to have something for the younger children to use, such as a sand pit. Following a brief discussion amongst the attendees it was decided to look at a range of equipment ideas and report back.
Action 21/07/24/6 – (GH) to speak with wife (Cordelia) and to engage with other parents for suggestions on equipment replacement
- (TH) suggested it might be a good idea to have the village planters done by a business, such as the one used by Yatton Keynell to maintain and keep them. (CB) added the planters were going to be cared for by a resident, but that doesn't seem to have been continued. Before we engage discussions with a company, we should first speak with this resident to obtain their views.
Action 21/07/24/7 – (CB) to provide update for next BCA meeting

As there were no additional residents at the meeting, we don't have any further topics for discussion

7. AOB

(GH) the village website needs updating to correctly reflect current trustees and positions

(CB) wished to pass on his thanks and recognise the work done by the volunteers who turned up for the children's play area and village clean

Conclusion of meeting

(GH) thanked trustees 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 – 8.45pm

Next AGM – To be arranged for 8th June 2025 (to be confirmed)