

Burton Community Association General Committee Meeting on the 9th Sept 2025 (7.30pm) at The Old House at Home

Present

1. George Hockin (Chair)(GH), Lydia Thornton (LT), Cynthia Walsh (CW), Paula Coyle (PC), Trystan Hitchens (TH), Paul Hawkes (PH) & Chris Bennett (Secretary)(CB)
2. Apologies for absence: James Pearse (Treasurer)(JP)
3. Notes of previous meeting on 14th July 2025 – Proposed by (TH) and seconded by (GH) - Notes approved

4. Actions

Action			
07/01/25/2	GH	Research costs for new lights on the footpath adjacent to Top Cottage	Completed
14/07/25/1	CB	Produce a letter outlining the proposal for acquiring a SID and liaise with Parish Council	Completed
14/07/25/2	CB	Liaise with Local Authorities & Police to seek more information on the use of ANPR cameras	On-going
14/07/25/3	CB	Pre-book lawnmower service	On-going

Updates

Action 07/01/25/2 – (GH) reported he had purchased the lights and would liaise with (TH) to fit them

Action 14/07/25/1 – (CB) reported he had liaised with (GH) and produced a letter for Parish Council and forwarded to the Parish Clerk. Since then, the parish Clerk has informed us the letter was discussed at their meeting on the 21st July, and they raised a number of points, seeking clarification on our plan.
(CB) confirmed he had emailed members with full details on the points raised by Parish Council

Action 14/07/25/2 – (CB) reported this had not been progressed as it was considered more important to progress the purchase of the SID's and complete that project first.

Action 14/07/25/3 – (CB) reported he had misread the email and the offer sent out by John Millers was for the summer period. They will be sending another for the winter servicing offers very soon, so this Action remains on-going for now.

AGM Actions

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

Action			
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
21/07/24/1	PC	Research products and costs for a Speed Indication Device	On-going

Comments on the above Actions.

Action 09/07/23/2 & 21/07/24/1 – (CB) asked for these to be discussed under agenda item 8 below

- Treasurer's report** – In the absence of (JP) he had forwarded a copy of the financial report to all members prior to meeting. The report covered the period up to end of August 2025 is as follows:

Current overall balance = £9,158.65p

Restricted fund = £2,759.09p (30%)

Unrestricted fund = £6,399.56p (70%)

(JP) also proposed we transfer funds from the lottery club into the Defib fund, which was in a negative value, also to add funds to the General fund.

Members present discussed the options suggested by (JP) and approved the following transfers:

Transfer £200 from the lottery fund to the defib fund

Transfer £1,500 from the lottery fund to the general fund

(CB) agreed to inform (JP)

- Health & Safety** – (CB) mentioned the long-standing problem with the collapsed stone wall adjacent to the play area had been removed, as agreed with Green Square Accord Housing. (CB) had contacted their management and thanked them for completion of the task

- Group updates:

- **Events –**
 - Discuss plans for Christmas Party – (GH) confirmed the party had been booked for Friday 12th December at the OHH and planned to meet with them to discuss catering & costs, etc.
 - Discuss plans for children's Christmas party – (CB) reported this was yet to be arranged and we still needed to identify parent(s) for organising the event. (CB) agreed to contact parents of appropriate age children to gauge interest, etc.
- **Community Safety & Crime Prevention (CSCP) + CSW –** (CB) mentioned until recently the CSW team was sharing the equipment with Sherston on a fortnightly rota basis. The Sherston team have informed them they will let them know when they intend to continue sessions. For now, the Burton team will retain equipment
- **Village Appearance Group –** (CB) informed members a village 'tidy up' day had not yet been arranged and we should plan one as and when we have a period of leaves falling from trees. This would help mitigate blockages of surface water drains. In addition, (CB) confirmed he had received a response from the Parish Council Clerk stating the responsibility of clearing the brook throughout the village lay with landowners.

Members discussed the above comment and sought more clarification on such boundaries, i.e., do individual house owners with property adjoining the brook also have responsibility? There was a suggestion to obtain a map of the area and ensure the correct boundary owners are identified and individuals informed by the authority. (PH) and (PC) agreed to attend the next Parish Council meeting on the 15th Sept and discuss our concerns.

8. Report on other activities: -

- **SID & other road calming measures –** (CB) reported he had researched nearby acquisition/use of SID's and discovered in 2024 Compton Bassett Parish Council had installed SID's and during the project reported they experienced issues with pole installation. In brief, they would need a licenced contractor to work on the highway and approved by Wilts Council. In the end, they had to resort to using the approved contractor for Wilts Council at a cost of £1,200. (CB) asked (PC) if she had any info from enquiries at the supplier on pole installation, fitting of equipment, warranty terms and likely maintenance issues/costs. Those details would be beneficial to have when attending NPC meeting.

(CB) also mentioned he had been made aware of a request to the Parish Council from a resident asking them to look into a possibility of installing 'rumble strips' on Hillside as a speed calming measure. The BCA were unaware of this request. To be clarified with Parish Council.

Members also suggested we invite the village CSW Team leader to a BCA meeting and ensure we have coordinated our effort in speed reduction.

9. Any other business –

- **BCA articles for the Bugle newsletter** - (CB) informed members we had not fulfilled this task, even though reminders were sent. (CB) asked members to inform him and/or Martin Lines if they were unable to provide an article. Members asked (CB) to place the current rota onto the BCA WhatsApp Group

Action 09/09/25/1 – (CB) to place rota onto the WhatsApp Group

- **BCA to attend the next Parish council meeting on the 15th Sept** – (CB) informed members he was unable to attend the next Parish Council meeting and there a number of discussion points which required our attendance, including the BCA purchase and siting of a SID and the flood risks associated with clearance/maintenance of the brook.

Action 09/09/25/2 – (PH) & (PC) to attend the Parish Council meeting

Meeting closed 8.25pm

Next meeting – Monday 10th November 2025