

Burton Community Association General Committee Meeting on the 10th Nov 2025 (7.30pm) at The Old House at Home

Present

1. George Hockin (Chair)(GH), James Pearse (Treasurer)(JP), Cynthia Walsh (CW), Paula Coyle (PC), Paul Hawkes (PH) & Chris Bennett (Secretary)(CB)
2. Apologies for absence: Trystan Hitchens (TH) & Lydia Thornton (LT)
3. Notes of previous meeting on 9th Sept 2025 – Proposed by (GH) and seconded by (PC) - Notes approved

4. Actions

Action			
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	Completed
09/09/25/1	CB	Place Bugle article rota onto the WhatsApp Group	Completed
09/09/25/2	PC & PH	Attend the Parish Council meeting on 15 th Sept to discuss SID project	Completed

Updates

Action 14/07/25/2 – (CB) reported he had obtained information from the notes of Biddestone & Castle Combe Parish Council meetings indicating there was a proposal for all x7 PC's from the By-Brook area to have a joint approach with Wiltshire Council and jointly fund the acquisition of an ANPR camera. (CB) also added he had sent an email to Nettleton Parish Council to confirm this, a response is awaited.

Action 14/07/25/3 – (CB) reported he had booked the lawnmower Service which is due on the 12th Nov

Action 09/09/25/1 – (CB) reported he had placed the Bugle article rota onto the BCA WhatsApp Group (as requested). (CB) also added he had produced the rota for 2026 and would also send this out on the same Group service.

Action 09/09/25/2 – (PH) reported, he and (PC) attended the Parish Council meeting and provided information on the SID project proposal. The Parish Council indicated support in principal but needed more details on any proposed sites for the equipment.

Both (PH) & (PC) thought it was very useful to have gone along and were able to address comments raised. (CB) added the proposed siting of the equipment was now included in the Project document, following liaison with Wiltshire Police and the CSW Team Leader.

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 7 below

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

Current overall balance = £9,129.67p
 Restricted fund = £2,959.09p (32%)
 Unrestricted fund = £6,170.58p (68%)

(JP) indicated the Restricted Defib fund had been reduced to £80.85p and suggested we might wish to transfer funds into this section. Following a group discussion, it was agreed we needed to keep sufficient cash in the unrestricted fund to cover the impending expenditure to purchase the x2 SID's. The defib has just had battery & pads replacement and was in date until at least 2027.

6. **Health & Safety** – (JP) suggested we consider creating a H & S Risk register for our activities and cover any reports/incidents notified from our community. Following a brief discussion, it was decided we should encourage individuals to report any potential safety hazards to our local Council via the online MyWilts system. Having a formal register would necessitate a system of reporting and resolution processes, which the Council system has already in place. (PC) added the BCA is responsible for the Play Area and the Commemorative bench and

anything to do with them should be addressed.

7. Group updates:

• **Events –**

- Update on plans for Christmas Party – (CB) reported he had sent an email to residents enquiring about attendance. So far, we have had about 45 positive responses and a few maybes. The closing date is today and therefore we needed to send a further reminder and try to achieve the goal of 60 attendees.

Action 10/11/25/1 – (CB) to send a reminder email

- Update on plans for children's Christmas party – (CB) reported he had about 10 children and 2 babies coming to the party. (CB) would contact those parents and seek help to organise nearer the day.

• **Community Safety & Crime Prevention (CSCP) + CSW**

- Update on Speed Indication Device Project – (CB) reported he had produced a project document for the attention of Nettleton Parish Council (NPC) outlining the plan to purchase x2 SID's. (CB) had also attended a site meeting with Wiltshire Police and the village CSW Team Leader to discuss options for sites. All details have now been added to the draft document which needed to be forwarded to NPC for ongoing liaison with Wilts Council. The next Parish council meeting is on the 17th Nov, (CB) & (PC) agreed to attend this meeting.

Action 10/11/25/2 – (CB) to send the project doc to NPC

The members present then went on to discuss potential funding opportunities for purchase of the equipment. Following a discussion, it was agreed to create an online 'Go Fund Me' page to seek donations from the community. (JP) agreed to create this account

Action 10/11/25/3 – (JP) to create the Go-Fund Me account

• **Village Appearance Group –**

- Village Tidy Up Day – (CB) indicated the leaf fall from trees was now underway and we needed to settle on a day for clearance and ensure the drains/rat holes are suitably cleared, on a weather dependent day. A weekend day would be preferable to get sufficient support, possibly the 22nd or 23rd November

8. Report on other activities: -

- **Environment Agency Watercourse Guidelines** – (PH) reported he had been in communication with Cllr. Tyler (Flood Warden), and discussed issues about potential flooding risks in Burton (as occurred in October 2024) and the need to maintain free drainage from the road and minimise problems with the Brook. As a result, a guidance document was obtained from the Environment Agency which clearly outlines the roles and responsibilities of landowners adjacent to watercourses. (PH) agreed to produce an article for the next Bugle newsletter informing them of their responsibilities, etc.
Action 10/11/25/4 – (PH) to produce a newsletter article

9. Any other business – None

Meeting closed 8.40pm

Next meeting – January 2026 (to be confirmed)