

# Burley in Wharfedale Community Trust

## Minutes of the Committee Meeting held on Monday July 2nd 2018

**Present:** Duncan Ault (DA, Chair); Harvey Bosomworth (HB); Mark Elsworth (ME); Ian Rigarlsford (IR); Niccola Swan (NS); Sylvia Tilford (ST). Jan Edwards was welcomed to the meeting as an observer.

**Apologies for absence:** Andy Plaxton (AP); Robert Saville (RS); Tom Sumner (TS); Andrew Wriglesworth (AW)

### 1. Minutes of the meeting held on 15<sup>th</sup> May 2018.

An amendment was made to Item 12 to make clear that the Festival Committee will not be involved in running the Christmas Lights event. The minutes were then accepted and signed as a correct record.

### 2. Matters arising, not covered elsewhere on the agenda

A coin counter has been purchased jointly with the Festival Committee. This will be made available to other groups in the village. Jan Lepley will be asked to forward a copy of the invoice so that the BWCT share of the payment can be made. DA/ME

### 3. Correspondence

None, other than that connected with the Roundhouse to be taken later in the agenda.

### 4. Trustee Matters

Jane Hills has resigned from the Committee. She had raised some concerns about the level of insurance held by BWCT. It was agreed that SH would follow up the insurance matter and bring in alternative quotations for future years. Jane was thanked for her contributions particularly the risk assessments. Jan Edwards was considering whether to become a Trustee (**confirmed at the end of the meeting**).

### 5. Treasurer's Report

ME had circulated his report prior to the meeting. He noted: As of 28<sup>th</sup> June the bank balance for the Trust stood at £42,360.95. Of this figure £11,248.97 was held in the Playground Fund and £5,3383.75 reserved for the Corn Mill pond. This left £25,428.23 in the General Purposes Fund.

Important items of income since the last report were from membership subscriptions (£4868.00) and the Duck Race (£1532). The main item of expenditure has been the payments to HGM regarding Scalebor (£ 3,162)

**Membership:-** approximately 8 new members had been recruited this year and the income at this point reflected this.

**Donations:** Two had been received for Christmas Lights and the Christmas Market, both from BADCOT. A further donation had been raised for the Scouts towards their new building (proceeds from the Duck Race)

## **6. Library update**

The refurbishment process is underway. It was important that library usage be promoted and all Trustees were encouraged to do this. No future requirement of this as an agenda item

## **7. Scalebor Park**

SH reported that a section of wall by the road had come down and will need to be repaired. **DA/SH**

**Pavilion:** DA reported that no response had been received to date from Burley Trojans about the remaining indoor work to be completed. He will contact the new Chairman to resolve **DA**

**Cricket provision:** The Cricket Club has been very positive about the facility for junior cricket.

**Grounds:** These are in good order. A quotation for painting the fencing is in hand. **DA**

**Burley Trojans:** The new Committee structure is now established

**Invoices:** the procedures were clarified: SH for those involving Scalebor in general and ME for those for the football and the cricket club **ME/SH**

## **8. Playground update phase 2**

**Maintenance:** DA reported that maintenance of the renovated playground is an issue. Phase 2 is a particular issue. The quality of one of the pieces of equipment was questioned. There were issues around one of the entrances and rubbish collection was also a problem. The responsibility for rubbish collection in the playground area needed clarification with the Parish Council. Ian Orton (Parish Clerk) was looking for someone to inspect the playground on a regular basis

**DA**

**Mill Wheel:** This had been installed satisfactorily.

**Zip wire:** JE reported overwhelming village support for the park to be the location for the zip wire. The number of objections cited to this location was questioned. Questions were raised about the details of the BDMC Tree Officer's report on the preferred location. DA set out 3 alternatives: i. to drop the zip wire idea ii. to fight the refusal to locate it in the park; and iii. to leave it until a new Parish Council is in place in May 2019. The first option was rejected in light of the support for this installation from those involved in the playground project and playground users.

## **9. Membership**

### **Membership for 2018-19**

DA reported that there were 540 members so far this year (800 in total last year). The number represented actual members (including family ones) not the actual number of subscriptions. The new system is working well

### **Membership Secretary.**

A new one is still needed and DA has someone who is interested to take on the post.

**DA**

### **Future communication.**

The importance of using all forms of communication about membership was stressed – Facebook, flyers, inclusions in Parish Council newsletters, Festival programmes, and personal contacts by trustees.

#### **10. Marketing: general publicity, especially for events.**

It was important to use all methods fully – electronic communication to members, including a quarterly newsletter, inclusions in the Parish Council Newsletter and village website as well as social media.

#### **11 Burley Website**

HB had circulated a summary of usage data prior to the meeting. He reported that upgrading the software for updating the site was being followed up.

#### **12. Christmas Lights and Christmas Market: update**

##### **Lights**

These will be as in previous years.

##### **Christmas Market**

BADCOT had indicated that it could no longer continue to run the event as it was not sustainable for them financially or on staffing grounds. Because there was a strong wish not to lose the event a small group had been set up to organise it involving the BWCT, Jan Lepley and Alan Hayes (Grange and Red Lion). BWCT insurance is adequate for the event as long as businesses coming with stalls have their own public liability insurance. Costs for stalls will remain the same - £30 for larger concerns and £15 for smaller village organisations. Traffic management of the event requires that someone who has received appropriate training is available. Training costs \$500. The Parish Council is prepared to fund the cost of training one person. There is, however, a volunteer in the village who is already trained and has offered his services for the event. It was agreed that the event would run this year with his support before reviewing for the subsequent year. The requirements on Trustees would be clarified after a meeting to be held in August. It was agreed that there would be a public announcement of BWCT's involvement in continuing the event

**NS**

#### **13. Duck Race**

**Review of the day:** BWCT had made £1500 from the event. The police did turn up but the number of people trying to cross the road posed logistical issues. At one point there was a suggestion that the road be closed and vehicles re-routed through the village. This was averted. More cooperation from the Scouts would have been appreciated. The Scouts and Guides had sold £1600 worth of their £2000 allocation but had increased their final income significantly through the sale of teas on the village green

**Suggestions for the future:** To have some larger ducks which children could decorate prior to the race; and have a hook-a-duck on the village green. These and any other suggestions would be considered in due course.

**TS/DA**

#### **14. The Roundhouse: update**

This has officially been handed back to the Parish Council, with effect from September 1<sup>st</sup>. £22,000 of external and internal repairs and refurbishments are required. The request to BWCT for £7000 for internal repairs was seen to be higher than BWCT's estimates. BWCT may help to fund a water supply to the Roundhouse.

#### **15 Pudding Tree garden/ Jubilee Garden: updates**

Nothing to report.

#### **16. Fountain of Life area**

Cleaning had taken place. It was explained that bringing the Fountain back into full use was not feasible. No complaints had been received this year about noise in the evening.

#### **17. Corn Mill Pond**

Prior to the meeting DA had circulated a short report on the history of the acquisition of the pond, the problems associated with the pond, and actions taken over the years. NS had also forwarded some responses. Concerns were expressed that the pond could become a significant liability for BWCT. On the basis of the cost obtained in 2015 for desilting (£80,000) this was not a feasible option especially as this would not be a permanent solution. Opening the sluice gates was also not a solution. A full discussion of alternatives for overcoming the current issues took place and Trustees were asked to draw on any specialist sources of advice of which they were aware. The possibility of a University being interested in the pond as a project was put forward. **All**

#### **18. BWCT ideas for 2018-19: help for other village organisations**

**Tennis courts:** the hard court had been cleared of weed. The Parish Council is to have the court re-lined and the cricket club has offered a new net. The court is now open for play. The management of the tennis facility will need to be discussed at some point by all parties with an interest in its regular use.

**Skatepark:** this was in need of refurbishment – and possible extension to accommodate a wider age range of users. While BWCT could be interested in involvement in any improvements of this facility dialogue with young people and others to assess needs was required.

**Help for other organisations:** BWCT needed to remind people that if they have projects which would benefit from some funding support they could make application to BWCT. More publicity needed.

#### **19. Youth provision.**

Nothing further to add

#### **20. Burley Painting:**

NS reported: an established artist, Ian Middleton, who has exhibited widely and lives in the village is completing a picture of Burley which will incorporate contemporary and historical images. A representation of the image was circulated. The artist is keen to have input into the picture and will be working in Burley library on July 5<sup>th</sup> and July 12<sup>th</sup>. KS2 children from the schools will be participating – from Burley Oaks on the 5<sup>th</sup> and Burley Woodhead on the 12<sup>th</sup>. Members of the public are invited to drop in and talk to the artist from 2.15pm onwards on both dates. The original from this collaborative project will be hung in the library and should be completed by the time of the Christmas Lights. A limited edition of 150 prints will be produced with others also printed at a lower cost. Trustees were requested to support the activities of July 5<sup>th</sup> and 12<sup>th</sup>.

## **21. AOB**

A concern was expressed about the late installation of the hanging baskets this year. DA explained that there had been a problem with wind in early June and some difficulties in setting up watering procedures in the absence of Tom Sumner. The baskets had started to go up on the day of the meeting.

## **Next meeting**

**Tuesday 16<sup>th</sup> October 7.30pm Red Lion**