

Meeting of the Burley in Wharfedale Community Trust
held on Tuesday 9th January 2018 at 8pm at the Parish rooms

MINUTES

Present : Duncan Ault (DA), Niccola Swan (NS), Andrew Wriglesworth (ADW), Sylvia Tilford (ST), Tom Sumner (TS), Robert Savile (RS), Harvey Bosomworth (HB), Andrew Plaxton (AP), Jane Hills (JH), Simon Hills (SH)

In attendance : Mark Elsworth (prospective new treasurer). Apologies for absence : Ian Rigarlsford (IR)

1. Minutes of the meeting held on 10th October 2017 - approved

2. Matters arising not covered elsewhere on the Agenda :

NS confirmed that the Charity Commission records had been updated in respect of John Sparshatt's resignation.

3. Correspondence:

Letters had been received from 'Walkers are Welcome' and Burley Bowling Club seeking funding, these requests to be heard during the course of the meeting. Donations had been received from the over 50's club for the Christmas lights and from Colin Speakman for books for the library.

4. Trustee Matters :

NS said that she wished to step down as treasurer due to other similar and numerous commitments. At the end of the meeting following his appointment as a trustee it was confirmed that Mark Elsworth (ME), would take on this role. ME had explained that he was about to retire as head of finance for Yorkshire Building Society and all trustees agreed that he would be more than suited to the role of BWCT treasurer.

NS was thanked for her contribution as Treasurer for the last 8 years. NS will remain as a Trustee and will be involved more in promotion and publicity for BWCT.

It was confirmed that unfortunately Fiona Marshall (FM) was having to step down as a trustee due to personal difficulties.

5. Treasurer's Report:

NS had dealt with financial matters in more detail at the AGM held immediately prior to this meeting. The current bank balance for the trust stood at £44,453 as at 2nd January 2018, to reduce by just under £4,000 in respect of unrepresented cheques, another £11,250 held in the playground fund and £5,400 reserved for Corn Mill Pond. This leaves around £23,800 in the general purposes fund.

Main income since last meeting includes Scalebor maintenance from Greenbelt, rent from Burley Trojans in respect of the Pavilion, gift aid relating to the playground fund, a generous donation from the Coop of around £1,800 (which makes around £3,100 in the last 12 months) and just short of £1,000 of donations relating to the Christmas lights, of which approximately £600 came from the collecting buckets. Main item of recent expenditure since the last meeting relates to the quarterly payment to HGM for Scalebor maintenance. Only £159 has been spent on the Christmas lights so far (more to come).

BWCT's insurance arrangements are being reviewed at present with the premium due at the end of the month.

6. Library update:

NS (Parish Councillor) reported that Burley Parish Council would shortly be issuing a communication publishing its views on the future of the library. The village is to be consulted, to establish preferences, on 3rd February in the Queens Hall. A referendum on wider issues relevant to the village is now expected to take place on March 22nd.

Generally, public usage of the library is increasing. It was indicated that funding was being sought for a photocopier, which would add to the service offering.

7. Scalebor Park:

a. Pavilion : Nothing significant arising

b. Grounds and Pitches: DA confirmed that there was public access to the playing field. The Trust holds a license agreement with David Wilson Homes in perpetuity for a peppercorn rent.

c. Greenbelt and woodland: arrangements with Greenbelt were to be discussed later in the week, this involving DA and SH. This was with a view to renewing new contract arrangements from October 2018 (including the new houses)

8. Burley Playground update

Phase 1 of the work has been completed. Phase 2 has been progressed with various pieces of adult fitness equipment now installed. There is an ongoing debate involving Burley Parish Council regarding the most appropriate location for the zip wire. BPC, who separately have funds to put towards this project, have indicated a preference for the zip wire to be installed in the Recreation ground rather than in Grange Park. It was unclear as to why. The matter is to be discussed further at the next BPC meeting.

The Trustees agreed that they would, if necessary, make an application for planning permission for the zip wire to be installed in Grange Park as originally intended. The first step would be payment for a tree survey at a cost of £550 which could be paid from the playground monies.

A suggestion was made that perhaps zip wires could be erected at both the park and recreation ground.

9. Marketing:

NS is to put the next electronic communication to members together. NS also confirmed the regular use of Social Media to promote BWCT

It was concluded that BWCT do not at this point have anything significant to add to the Parish newsletter or to publish in terms of newspaper articles.

10. Membership

It was confirmed that the new membership system through the website is working well (775 current members); communications are being issued once a quarter. A new membership secretary is however needed with FM having had to stand down.

11. Burley website and forum

HB confirmed that usage continued to increase and further improvements to the website are being made.

12. Christmas Lights:

The 'switch on' on the 2nd of December, had gone well. As a variation next year it was suggested that a brass or silver band might take part, in addition to the children's choirs.

It was suggested that BWCT should be better publicised at the event.

There was a query over BADCOT participation next year. This was linked to the potential additional costs of managing road closures which Bradford Council wanted to take on and charge for. A suggestion about moving stalls to the park was made as a possible way around the issue.

13. The Round House

No significant work had as yet been carried out on the exterior (BPC responsibility) or internally (BWCT responsibility). It was thought that BPC had a budget of around 5k for external repairs.

14. Pudding Tree Garden/Jubilee Garden

The new 10 year lease for Pudding Tree Garden had been signed. Regular maintenance of both gardens was ongoing with HGM and Burley Gardeners.

15. Bowling Club : funding request.

Mark Ullock and Brian Wheeler attended this part of the meeting on behalf of the Bowling Club. Following the recent vandalism where Oil was poured on to and consequently ruined the playing surface, the Club have been engaged in its refurbishment. Through a combination of insurance payments and other fundraising a good deal of the necessary work has been done, though there had been problems in relation to the original contractor. There was a shortfall in the capital required and the Club were looking for a one off donation of £500 from BWCT, in effect to cover the excess not covered by insurance and to put towards fertiliser costs and top dressing of the surface. It was confirmed that the Club should have sufficient income to meet ongoing maintenance requirements.

In terms of the contribution to the wide community it was confirmed that the club were looking to do more open mornings for the public and also had a good and developing relationship with Burley Oaks Primary school, so as to involve local children in the activity.

Once the Bowling Club representatives had left the meeting the trustees discussed the matter and agreed that the request did meet the requirement to benefit the general community. The request would therefore be granted. The club would however be asked to agree to the recognition of BWCT's support by appropriate signage or otherwise so as to assist BWCT in publicising it's activities.

16. COOP card funding: Scouts/BWCT position

The Coop had donated a total of around £3,000 to BWCT in two lump sums over the past couple of years. They have now extended the geographical radius of charities able to benefit from donations in Burley, which may mean, for example, that charities in Otley might benefit from Burley donations and vice versa.

An issue which unfortunately has recently arisen is that the Burley Scouts, having applied for financial help, will not receive anything in the next year. It transpired that their application had unfortunately been lost. The trustees discussed the matter and agreed as a 'one off' for this year, that the Scouts and Guides would be allocated 2000 of the 3000 duck race tickets to sell.

This in addition to the £500+ they usually make from sales of refreshments should go some way to meeting the lost opportunity for the assistance mentioned.

17. Walkers are Welcome:

David Asher from Walkers are Welcome attended this part of the meeting. He thanked BWCT for its recent assistance in relation to funding a leaflet, publicising available walks around Burley. The organisation was also progressing a program of upgrading stiles to 'kissing gates', to make walking on the various walking routes easier and more accessible to all. Six such gates had already been installed. It was explained that Bradford Council were able to supply the gates at cost. Members of Walkers are Welcome have the expertise to instal them. It was intended to instal two kissing gates on the route known as Ilk 64 between Hag Farm and the Hermit pub. Bradford Council have indicated that if funding could be secured for one of these gates (at a cost of £350) they would provide the materials for the other gate. This would be on the basis that both would be installed by Walkers are Welcome. Funding of £350 was therefore being sought, with a view to the gates being installed by end of March 2018. Once David Asher had departed, the trustees discussed the matter and agreed that the application was appropriate to support and would be of public benefit. It was therefore agreed that the requested sum would be provided. Again this would be with the condition that a plaque, or similar signage confirming BWCTs support would be erected on the route to publicise the trusts activities.

18. Fountain of Life

Nothing to report other than the need for a ' Spring clean'.

19. Corn Mill pond

Nothing to report, other than that the hedge has been cut at the back. General maintenance continues around the pond with the help of our tenants the Carruthers

20. BWCT: ideas for 2017 and assistance to other village organisations.

Applications by both the Bowling club and Walkers are welcome (see above) were heard that evening. BWCT continues also to help with the playground and is supporting the Scouts as also mentioned above. It was agreed that any other applications from village organisations were welcome to be put forward for consideration.

21. Risk assessments: Health and Safety

Updated assessments had been prepared by JH and were approved.

No additional issues had arisen in relation to the Christmas lights and safety issues are being appropriately managed.

In relation to the Duck Race it was mentioned that at least 3 children had been swimming in the river (with the apparent permission of parents). This was not an activity that could be condoned by the trustees and the message that any such activity is 'at own risk' must be reiterated. The police had been present on the A65 in 2017 and in most previous years, to enable members of the public to cross the by pass to attend the start of the event,. It was suggested that the absence of the police should cast some doubt on whether the event could proceed on any given occasion.

22. Next Meeting

Tuesday 20th March 7.30pm Roundhouse.

