

Meeting of the Burley in Wharfedale Community Trust

held on Tuesday 15th May 2018 at 7.30pm at the Roundhouse

MINUTES

Present : Duncan Ault (DA), Niccola Swan (NS), Andrew Wriglesworth (ADW), Tom Sumner (TS), Harvey Bosomworth (HB), Ian Rigarlsford (IR), Mark Ellsworth (ME), Andrew Plaxton (AP)

Apologies for absence : Sylvia Tilford, Jane Hills, Simon Hills and Robert Saville

1. Minutes of the meeting held on 20th March 2018 - approved
2. Matters arising not covered elsewhere on the Agenda - None
3. Correspondence: Letters had been received from BADCOT and the Burley Parish Council (BPC) which were dealt with during the meeting as reported below.
4. Trustee Matters : BWCT is still looking for a new membership secretary
5. Treasurers Report.

ME had prepared an overview of BWCT's current financial position to cover the position between 1 October 2017 and 9th May 2018.

As at 9th May, the bank balance for the trust stood at £37,846.20. Of this figure £11,333.38 was held in the Playground fund and £5,407 reserved for Corn Mill Pond. This leaves £21,105.82 in the general purposes fund.

Main income since the last meeting included income from Greenbelt of £2,600 (with £2,746 outstanding), and £378 from the Christmas collection boxes.

In terms of main items of expenditure or outgoing sums during this period, there have been the payments to HGM regarding Scalebor of just over £2,110, and BWCT's usual slitting and sanding costs contribution at Scalebor of £2,389. A £385 contribution has also been made for a scanner for the Archives (mainly funded by Shipley Community Chest).

ME reported that he now had online banking access.

NS mentioned that it would be useful to have the use of a coin counter for such tasks as counting the cash in the Christmas lights collecting buckets. The cost of a machine would be £180, but this could possibly be split with the summer festival. It was agreed that NS should take this forward.

Phil McPhail is still prepared to audit the accounts but ME will take over the gift aid claim. Grateful thanks were recorded for Phil McPhail's assistance in the past on this aspect and his continued assistance in auditing the accounts.

6. Library update

NS (who also sits on the Parish Council) reported that, following the decision not to close the Library, various projects were now proceeding on the Queens Hall and Library through Bowman Riley and the Parish Council.

Also a report from a Quantity surveyor had suggested that refurbishment costs should be approximately £150,000 which was positive news.

7. Scalebor Park:

- a. **Pavilion** : DA had managed to establish better communications with Burley Trojans and the football club should be attending to some necessary interior works soon. Some drainage work was needed near to the pavilion. Danvic had quoted £2,000 for the work but this figure would reduce if the work can be coordinated with similar work for Shipley Golf Club in the Autumn. ME will make further enquiries of Shipley Golf Club. Burley Trojans would cover half of the eventual cost.
- b. **Grounds and Pitches**: DA had already confirmed that the slitting and sanding had been done. The surface was now very good and the cricketers were pleased with it.
- c. **Greenbelt and woodland**: BWCT have been awarded both available contracts for Scalebor; the second contract being for the smaller new area of grounds. HGM would correspondingly (and proportionately) be paid extra for the work for this additional area.
- d. Another relevant matter, which had arisen the day before the meeting, was the discovery of some illegal substances/drugs near the grounds by a resident. It was agreed that the matter should be reported to the police in such instances.

8. Burley Playground

A site visit to Grange Park by NS and TS had taken place, to see if a way forward for the location of the proposed zip wire could be found. Some alternative sites identified were thought to be acceptable. RS had also asked Salem Church about siting the zip wire over church land but no suitable location had been identified. It was agreed by the trustees that, in light of the above, there should be a further discussion with the Playground committee about what to do with the available playground funds.

A Mill Wheel with BWCT signage was to be installed a couple of days after the meeting to commemorate the 2017 opening of the new playground facility.

Finally, it was mentioned that a marathon runner had recently pledged £300 of sponsorship money to the playground fund.

9. Marketing:

NS confirmed that the final version of the information for the BWCT email newsletter should be ready the following day. A link to the BWCT website would also be included for Data Protection Purposes. Among other items, the Duck Race, work at Scalebor, membership renewals, the focus on younger people would all be mentioned.

10 Membership

The new membership year commences on 1st June. Fliers, emails and membership posters were all being prepared.

In terms of encouraging membership a presence at the Duck race was discussed. It was also suggested that the junior cricket may also be a good event to promote membership.

A policy on the General Data Protection Act needs to be finalised. Former members, who do not wish to renew, will have the right to have their details erased from BWCT records. There may also be an issue regarding any contact with former members with reminders after 25 May 2018.

A new membership secretary is still needed and the post will be advertised on Facebook. DA remarked that with the increased use of technology the job was a lot easier than it used to be. Likely hours involved would be included in the 'job description'.

11 Burley website and forum

HB confirmed that usage/hits continued to increase with a 22% increase evident from the statistics.

HB mentioned that the website committee did need to be reinvigorated. HB will follow this up with Malcolm and others. There also needed to be a succession plan for the longer term, though the creation of sub sites had been a good step forward in that respect.

12 Christmas Lights:

DA had been contacted by a youth group incorporating singers from Harrogate/Otley/Burley offering to sing at the 'switch on' but for the benefit of another charity. It was confirmed that the focus of the event should be to raise funds for the Christmas lights.

Correspondence from BADCOT had been received outlining problems with the running of the Christmas market. This was a question of manpower, increasing costs, logistics and red tape. As a small group they now feel this can be handled by another village organization. The Red Lion has expressed an interest in running the event together with the Summer Festival and BWCT. This will be pursued over the coming months.

13. The Duck race

The 2018 event is to take place on Sunday 10 June. SH had included a rider in the event information emphasizing the responsibility parents had for their children and the point of 'at your own risk' would be made in signage at gates and on the website.

3500 ducks are to race this year 500 more than in previous years. BWCT will deal with the sale of 1500 of these with the other 2000 allocated to the scouts and guides. As usual there will be Teas in the Park after the event.

DA confirmed that the police would be present for assistance in relation to crossing the A65 before the event.

TS was asked to look at the kissing gate at one of the routes which may restrict access for those with push chairs etc.

14. The Round House

A condition survey had suggested that combined internal and external costs would be around £21,000 to bring the building back to a state of good repair. A separate new quote had been obtained suggesting overall costs of £22,000. There were differing views over what proportion of the work and therefore costs were internal and external. Views varied between £2/2,500 and £7,500 (in a recent letter from BPC) as to the proportion that might be regarded as internal.

DA reminder those present of the history of arrangements which were broadly understood to be as follows:-

There had been an original agreement by Burley Community Council (BCC) to rent the building for £50 to £100 per annum from Bradford Council, subsequently transferred to BWCT. Expenses relating to the building had been around £1000 to £1500 per annum with minimal income returns.

Bradford Council had now handed over various village assets including the Roundhouse to BPC with an informal agreement that BPC deal with external repairs and BWCT with internal repairs. No significant work had been carried out on the exterior or interior for 2 years.

It was agreed that BWCT could not afford to maintain the building at the levels of expenditure suggested and it was agreed that DA should contact BPC to indicate that BWCT was happy to hand over complete control of the building to them. It was hoped that current usage of the Roundhouse by particular groups could be maintained, including the Festival and the Monday Coffee group.

As had been discussed previously BWCT would be prepared to consider assisting with the funding of a water fountain or supply to the Roundhouse.

15. Pudding Tree Garden/Jubilee Garden

Nothing to report.

16. Coop funding

DA mentioned that there was a technical need to spend the second tranche of Coop money within 12 months of receipt to comply with the rules of the scheme.

17. Fountain of Life

Nothing to report other than the repeat of a need for a ' Spring clean' by TS.

18. Corn mill pond

In the dry weather the pond has been silting up badly and a moorhen has even constructed a nest in the middle of the pond. There is a concern again that the stream may become blocked. DA will, with assistance as needed, review the responsibilities of BWCT and report back.

19. BWCT: ideas for 2018 and assistance to other village organisations.

See also immediately below.

20. Youth provision: Progress

The Scalebor Cricket field now has a good surface which will assist development of young cricketers in Burley.

The idea of putting the hard tennis court (owned by the cricket club) back into use was agreed as a project to investigate. DA will ascertain likely cost and discuss logistics with John Hardisty.

The idea of supporting a regular Park Run around Burley had been discussed but there were difficulties in identifying an appropriate route. Ghyll Royd School are looking into the matter as their site may be suitable. NS to discuss further with the school.

The idea of supporting an activity at the festival - such as a climbing wall for youngsters, was discussed and is to be pursued further with ST. Agreed that BWCT's involvement, if this element goes ahead, should be suitably publicized.

21. Risk assessments

These are up to date. Actions on risks relating to the Duck race are mentioned above.

22. AOB

TS confirmed that arrangements were on track as regards the hanging baskets which should be up by 28th June.

Progress is also being made on the proposed Burley Painting for the village with limited prints available. DA/NS are looking at this with the possibility of a launch later in the year.

23. Next meeting Tuesday July 3rd 7.15pm at the Red Lion