

## **BURLEY IN WHARFEDALE COMMUNITY TRUST**

### **Minutes of the Trustee Meeting held on Tuesday 10<sup>th</sup> October 2017 in the Roundhouse 7.30pm**

**Present:** Duncan Ault (DA), Nicola Swan (NS), Harvey Bosomworth (HB), Ian Rigarlsford (IR), Andrew Plaxton (AP), Jane Hills (JH), Robert Saville (RS),

**1. Apologies:** Simon Hills (SH), Sylvia Tilford (ST), Tom Sumner (TS), John Sparshatt (JS), Andrew Wrigglesworth (AW), Fiona Marshall (FM).

**2. Minutes of last meeting:** The minutes for the meeting on 11<sup>th</sup> July 2017 - approved.

**3. Matters arising from last minutes not covered in agenda:** None

**4. Trustee matters:** John Sparshatt has resigned as a Trustee. DA will send him an e mail thanking him for his contribution to the Trust. IR will seek out a possible replacement as will DA. **IR/DA**

Need to ensure that Charity Commissioners, web site etc are updated **DA/NS**

#### **5. Correspondence:**

Letter of thanks from Sue Collins from Burley Dementia Group for the £500 donation from BWCT.

Acknowledgement from BMDC to our letter regarding the Burley Woodhead school grounds and footpath closure. No decision reached on this yet.

#### **6. Treasurers Report:**

The treasurer submitted a brief report. The Trust has £36906 in the bank of which playground funds are £9848 and pond £6727 leaving £20332 as free funds available. Monies from Greenbelt had been received on time.

NS will be concentrating on the year end accounts to end September. **NS**

**NS asked if SH might help with reviewing our current insurance arrangements**  
**NS/SH**

#### **7. Library Update**

NS gave an update on the current Library/Queens Hall debate The BPC has deferred a decision for 6 months from September and will work with the SOLS group to formulate plans that will be then presented as a consultation to the village.

IR felt that the overall future plans for the village amenities need to be addressed. There was also discussion on the Library as a charity and whether it could be incorporated under BWCT. The initial feeling was that the Library should be a separate charity but it was agreed that NS could write a paper setting out the various options available so that the Trustees can review these. **NS/ALL**

Notice Boards for the Trust, Community and Library events will be installed in the Library. This had been agreed with the Parish Clerk

#### **8. Scalebor Park:**

**Pavilion:** The football club still have work to do on the floor. An invoice for the rent has been sent to the club. Payment for internal painting £170 has also been sent. All outside woodwork and paintwork has been done. **DA to chase**

**Grounds and Pitches:** generally in very good order. Pitches well drained, all weather cricket fence protected. Some extra work on grounds needed. **DA/SH**

**Greenbelt and Woodland:** Some extra works in the woodland during the winter.

Invoicing and payment from Greenbelt seems to be going well. Thanks to JH

### **9. Burley Playground Project update**

Further monies had been received from Gift Aid and match funding. Phase 1 of the Playground was complete apart from a few minor matters. Extra drainage costs , new benches and a stone feature meant that this was slightly over the budget price of £102885. BWCT has paid over £55250 towards the project to date. We currently have £9848 held in funds and a further £1875 expected in Gift Aid (total £11723). Phase 2 is costed at £25440 including exercise machines , table tennis table and zip wire.

BPC has now stated that planning permission is unlikely to be sought for the zip wire as it is in a conservation area. An alternative suggested by BPC was to site the zip wire near to the MUGA down Iron Row.

The Trustees were very unhappy with this arrangement. AP had been part of the original playground group and no mention had been made of any difficulties with the zip wire in the park and no trees would require felling. The funding had been obtained on the understanding that all the monies donated would be put towards phase 2. The Iron Row location was not considered suitable and the time frame uncertain.

The request for further payments to BPC was not considered appropriate apart from meeting a shortfall on the remainder of phase 2. **RS suggested that BWCT should investigate applying for planning permission.**

### **10. Membership**

The new system was working well. We currently have 704 members with over 200 of last years yet to renew. Further reminders are required to be sent out. **DA/FM**

**Concern was expressed that we have yet to instigate mail chimp communication.**

**NS has drafted proposed correspondence. Need to send out asap. IR/HB**

### **11. Marketing/Publicity**

**Publicity for the Trust needs to be of a higher profile especially at events that we organize (Duck Race, Christmas Lights). Main points decided:**

- a. Design/purchase 2 flag banners for BWCT to display at events **HB**
- b. Purchase 3 banners for display at events. **HB**
- c. More newspaper articles (Xmas lights ) **IR**
- d. Parish Newsletter **DA**
- e. High viz BWCT vests to be worn by Christmas lights helpers and bucket collectors **DA/TS**

### **12. Burley village website**

HB circulated the 2017 figures. They showed a 20% increase in the hits . This was an excellent medium for village activities.

### **13. Christmas Lights**

**Saturday 2<sup>nd</sup> December is switch on date. Lights start going up from Saturday 28<sup>th</sup> October.**

Arrangements to date:

- a. Choirs and Ukelele band plus sound systems booked.
- b. Celebrity switch on being finalised.
- c. Christmas and Craft Fair booked and organised.

Funding from BPC in place and possibly from the Coop.

The competition for the light design will be abandoned due to poor response and not enough notice. Entries will be given a small reward.

**All Trustees available on the switch on date will be needed for publicity and the collection buckets.**

**ALL**

#### **14. Duck Race**

**To be held on Fathers Day 2018. Sunday 17<sup>th</sup> June 2018.**

Some Health and Safety/Risk Assessment issues to be sorted before next year in particular cows in the field, dogs and children swimming in the river. **JH**

#### **15. Round House**

The Round House needs more maintenance and expenditure. Very little has been spent this year on the infrastructure. The guttering and stone work needs attention.

BWCT is willing to help with internal maintenance but BPC has responsibility for the external structure. **DA/NS**

#### **16. Pudding Tree/Jubilee Garden**

Regular maintenance and hanging baskets looking good. Part of Burley Open Gardens.

**New signed 10 year lease in place for Pudding Tree garden but awaiting signed copy from owners.**

#### **17. Hanging Baskets and Tubs**

An excellent display. Tubs still look good. Thanks to TS for maintaining these through the summer also to BPC for their financial contribution of £900.

#### **18. Fountain of Life**

This area looks clean and tidy with flower beds maintained. The new signs for donors have been placed on the benches. Parking being monitored.

#### **19. Corn Mill Pond**

Well maintained round the sides. Some weed issues in the pond which will be improved with winter water flow. Need to arrange hedge trimming. **DA**

#### **20 War Memorial Tubs**

Gyll Royd school to be contacted to help maintain tubs for winter flowers. **DA**

#### **21. BWCT ideas 2017**

A discussion on helping to improve youth provision in the village came to no clear agreement. Some contact with the St Mary's and Methodist youth workers was suggested but it was felt that any funding provided by BWCT should be for non religious provision. It was agreed that we could talk more about her ideas and perhaps explore options with the cricket club over use during the winter months.

Provision of seats at village bus stops was also mentioned.

**ALL**

**22. Burley Bridge.**

The main stumbling block to building the bridge is ownership of land on the north side of the river. There is now a new regulation that allows temporary compulsory purchase orders to be used in such cases and this is being investigated, **NS** reminded the trustees that they had agreed to administer the maintenance fund for the bridge after it was built.

**23. Next Meeting and AGM**

**Tuesday 9<sup>th</sup> January 2018 7.30pm Parish Centre**