

Meeting of the Burley in Wharfedale Community Trust

held on Tuesday 14th March 2017 at 7.30pm at the Round House

MINUTES

Present : Duncan Ault (DA), Andrew Wriglesworth (ADW), Ian Rigarlsford (IR), Jane Hills (JH), John Grimshaw (JG), Harvey Bosomworth (HB), Simon Hills (SH), Sylvia Tilford (TS), Robert Saville (RS)

- 1. Apologies for absence : John Sparshatt (JS), Niccola Swan (NS), Andrew Plaxton (AP), Tom Sumner (TS), Bill Howson (BH),**
- 2. Minutes of the meeting held on 10th January 2017 - approved**
- 3. Matters arising not covered elsewhere on the Agenda - none**
- 4. Correspondence: None received since last meeting**
- 5. Trustee Responsibilities: Robert Saville confirmed as a new trustee**
- 6. Treasurers Report.**

In the absence of NS, DA confirmed that the bank balance for the trust stood at £21,356 as at 7th March 2017 with £5,657 reserved for Corn Mill Pond. Free reserves stand at £15,699. It was confirmed that the policy was to always have £5,000 of free reserves at any given time.

Main income since last meeting had been £408 from Christmas collections from local businesses; £4,240 of standard income from Greenbelt; a £500 donation from Salem church (for which thanks was recorded); £250 from BADCOT. The trust has applied to Waitrose again to be one of their local charities.

In terms of main items of recent expenditure or outgoing sums; £2,740 had been paid to Hardy maintenance for work at Scalebor playing fields/grounds; £225 for Christmas draw; £1,673 for annual insurance and the final payment of £7,500 had been made in respect of the playground fund (which is expected to be match funded by Microsoft)

Anticipated income for next quarter includes: £600 from the Co-op (hopefully in June) and £2,500 of Gift aid.

Anticipated expenditure includes £3,000 contribution to the new cricket pitch at Scalebor, £2,400 for usual sanding and slitting work on pitches at Scalebor and £1,100 for new computer and printer (for use by Malcolm Fisher)

- 7. Library update**

JG reported that Burley Parish Council (BPC) was due to take over the running of the library from Bradford City council from 3 April for an initial 12 month period; albeit that it had been agreed that BPC would be holding a 'Fun day' on 1 April. A part time librarian is to be employed for 11 hours a week by BPC, with the library being otherwise staffed by volunteers, with it being intended to be open for a total of 25 hours a week. BPC will review matters in September.

- 8. Scalebor Park:**

- a. Pavilion : a new 12 month order had been made by greenbelt at the same price of £3,900 per quarter. DA proposed and it was agreed that Hardy Maintenance i.e. HGM should have their remuneration slightly increase to £2,050 per quarter. The pavilion itself needs some maintenance to woodwork, some painting needs to be done and the floor resealed.**

- b. **Grounds and Pitches:** it was noted that the pitches were generally in good condition and football could be played more or less continuously. SH suggested that the pitches may benefit from an occasional 'roll'. Sanding and slitting is to take place in mid April. The cricket 'all weather' pitch is to be laid in early April. The cost to BWCT will be £3,000 with the cricket club paying a similar amount. Payment for the pitch is to be made through BPC, saving the associated VAT.
- c. **Greenbelt and woodland:** The trees need to be assessed for safety. JG to make enquiry of who is dealing with the trees on the Green to see if they might also assist at Scalebor.

9 Burley Playground update

There has been a temporary delay (arising from an intervention by Bradford City Council on planning aspects) in phase 1 of the work in terms laying the new surface (which also requires a good period of dry weather). It is hoped that once the work begins it will take around 4 weeks to conclude. Costs have also been increased by additional drainage issues. Phase 2 which includes the installing of a zip wire (for which planning permission is needed) will be revisited once phase 1 is complete.

10. Marketing:

A sub committee meeting is to be arranged by IR shortly. RS will join sub-committee.

Membership fees to remain the same for 2017/8. It was noted that remaining printed material could therefore still be used. The importance of the focus on membership was acknowledged, this being not only core income for BWCT but the best means of engaging with members and the village as a whole.

There is a continued focus in on line promotion of BWCT but all mediums of communication are to be reviewed.

The next newsletter will be in May, with BWCT membership to be promoted as usual. The deadline for any contribution will be end of April.

It was suggested that the membership leaflets are distributed by hand again.

11 Membership

JG confirmed there were 800 members in 2016/7 (though this included members of the same family in many cases).

There was discussion about organising membership renewal remotely through BACS/PayPal. Reconciliation of entries is difficult. Specific software is used by clubs and societies but BWCTs requirements are simple and such programs are relatively expensive. HB mentioned that he is trialing 'mail chimp' for the classic car show event in August and will report further in due course. It was agreed that this or other software should be trialed later in the year.

12 Burley website and forum

A new computer system with up to date equipment (including computer, printer etc.) has being purchased for Malcolm Fisher. Malcolm is familiarising himself with this.

A server system is now also being considered, so that the website can be hosted remotely and more accessible to others with the appropriate permissions. This would allow upgrades such as easier reproduction on multiple devices.

It was noted that the website should be made to connect to Facebook.

13 Christmas Lights:

This will take place on Saturday 2nd of December. It would be helpful if Trustees could be available for this event.

BADCOT have suggested through Danny Schofield that there were some local traders who were benefitting from the event who were not currently contributing either to BWCT or BADCOT and that such traders should be asked to contribute beforehand.

14. Duck race

Time and date for 2017 is June 18th.

There was discussion around the number of tickets which should be allocated to other organisations. It was decided on this occasion to allocate 1500 tickets to the scouts with BWCT retaining the same number. In future tickets could be allocated to support other causes in the village as with the playground in 2016.

15. The Round House:

JG reported that transfer of legal ownership to BPC should be completed on 1st of April. BPC will have a tenancy at will from that date. BPC had already drawn up a budget for certain external repairs to the masonry and guttering and the position will be reviewed later in the year to see if any painting can be done.

BWCT will be responsible for the interior and for lettings and utility bills. DA mentioned that a pop up flower shop would be using the building during every Saturday in March.

16. Jubilee Garden/Pudding Tree Garden:

DA mentioned that the lease on Pudding Tree garden was to be renewed later in 2017 for a further 10 years having agreed this with the owners.

17. Hanging Baskets and Tubs:

Nothing particular to report. It was suggested that early Spring flowers might be planted in 2018.

18. Fountain of Life

All work had been completed and maintenance is up to date. A sign is to be put up to deter illegal overnight parking in the area.

19. Corn mill pond

Nothing to report.

20. War memorial and flower tubs.

A grant has been obtained from the war graves commission to cover 75% of expense of renovation including cleaning and repointing. The contractor has to be approved by the commission. Five new tubs are to be put around the memorial which BPC are organising.

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

BWCT continues to be supportive of the proposed new scouts hut. Children's activities at the library had also been discussed.

There was a general discussion about other events or initiatives involving the village and ideas are to be collated and discussed at the next meeting.

22. Risk assessments: Health and Safety

The revised assessments for the Duck Race and the Christmas Lights were approved.

The issue of police presence at the Duck Race was discussed. DA thinks they will be present. It was suggested that the publicity makes clear that the public are getting to and from the event at their own risk. Signage around the road crossings was also suggested. The matter is to be further discussed at the May meeting.

23. AOB

None.

Next meeting 16th May.