

# **Burley in Wharfedale Community Trust**

## **Minutes of the Committee Meeting**

**held by Remote Zoom on Tuesday 11th May 2021**

**Present:** Duncan Ault (DA) (Chair); Mark Elsworth (ME); Niccola Swan (NS); Andrew Wriglesworth (AW), Jan Edwards (JE); Loraine Hughes (LH); Nick Turnbull (NT); Harvey Bosomworth (HB); Sylvia Tilford (ST); James Moorhouse (JM) ; Tim Brooke (TB) ; Ian Rigarlford (IR)

### **1. Welcome, apologies for absence and Trustee interests:**

No apologies for absence

Bill Midgley, Keith Dale (KD), Elaine Marsden, Shirley Moffat and Barbara Holden from BET were also in attendance during the discussion on the Burley Educational Trust matter.

### **2. Minutes of the meeting held on 2<sup>nd</sup> March 2021**

The previous meeting minutes were approved, subject to it being confirmed that Shirley Moffat had also attended the March meeting

### **3. Matters arising.**

All matters arising were covered in the meeting.

### **4. Correspondence**

There was ongoing correspondence regarding the BET matter with Wrigleys Solicitors LLP (covered at 7 below).

**5. Trustee matters** – it was proposed (by NT and seconded by NS) and agreed that Tim Brooke be elected a Trustee

### **6. Treasurer's Report**

Prior to the meeting ME had circulated the treasurers report and up to date accounts position.

It was noted that the value of cash assets for the Trust stood at £65,947.84 as of 10 May 2021 having been £80,560.65 on 1st October 2020.

Of this figure £2,919.45 was reserved for the Corn Mill pond, £186.25 was still earmarked for the Library, £542.57 for the Christmas Lights and £730 for the 'Meals fund'. This left £61,569.57 in the General Purposes Fund.

Existing and potential commitments of £6,898, including up to £2,500 for the village map and £3,000 for Youthquake, reduced the 'available' general funds to £54,671.37.

The sums that may also be committed to other projects totalled £16,000. This included a further potential commitment of £6,000 for a youth support worker for Youthquake, which it had been agreed would in fact be spread over a 3-year period, £5,000 for Walkers with Wheels and £5,000 for

a Drinking water fountain. If these all proceed then available general funds would reduce to £38,671.57.

Main receipts since last meeting were £3,312 from Greenbelt in respect of Scalebor, £3,241.98 from membership fees, 885.20 from the Coop (allocated to Walkers with Wheels).

The most significant outgoings since last meeting were: - a total of almost £31,000 for the completion of the Playground project being the £15,778.65 held in a reserved fund and a contribution from BWCT of £15,000. Additionally, £2,781 had been paid out for various benches (funded in the main by receipts from Bradford Met and personal donations) and £1,328.74 to the library (from the related fund).

A sum of £730 remained unspent having been originally allocated to the free school meals initiative.

A decision was needed about applying for the next round of Coop funding and under what criteria and the matter was discussed during the rest of the meeting.

The insurance had been renewed last month for a reduced premium, subject to an electrical inspection (completed and sent). The fire certificate and possible electrical works were outstanding.

As reported previously that Yorkshire Bank had closed their Otley branch and have been acquired by Virgin money. The alternative of a CAF account is under consideration, but ME intends first to see how using the Post Office with Virgin money works.

ME has been analysing CAF on line receipts and a few minor discrepancies and will report further.

## **DECISIONS TO BE MADE**

### **7 Burley Educational Trust (BET)**

This part of the meeting was also attended by Bill Midgeley, Keith Dale, Elaine Marsden, Shirley Moffat and Barbara Holden from BET to enable them to express their views or comments as appropriate.

KD reported that the BET trustees had met last month and had passed resolutions to progress the proposed merger and were keen to press on with this.

Clare Lawrence from Wrigleys had emailed DA prior to the meeting to confirm that further BET trustee resolutions were needed to amend BETs objects and to apply to lift the permanent endowment. The relevant written resolutions would be with BET trustees shortly. They would then be forwarded to the Charity Commission. There was nothing for the BWCT trustees to do at this stage.

Concern was expressed by BET trustees about the time the process seemed to be taking and also the increased legal costs for the whole exercise, which were now indicated to be £8,100 including VAT. It was confirmed that, of this figure, £1,500 had already been paid.

It was agreed that ADW would contact Clare Lawrence after the meeting to ensure the resolutions were with the BET trustees as soon as possible.

## **8 Duck race and Teas in the Park 27 June 2021**

It was confirmed that, provided the indicated lifting of restrictions by the government on 21 June 2021 proceeded, this event was set to go ahead.

DA would contact the police to see if they were prepared to supervise the A65 road crossing at the beginning of the event (which was, after the meeting, confirmed). The Guides and Scouts were happy to proceed.

3000 Tickets would be printed out with the Scouts and Guides having 1,500 to sell and BWCT the remainder. 50 would be allocated to each trustee to sell.

NS confirmed she would collate a risk assessment (which was the main requirement from the insurers) and ME offered to assist.

## **9 Membership renewal**

NT reported that there are currently 506 full members and 1020 linked members. DA urged any trustees who had not renewed to do so.

An IT glitch over the weekend, affecting access to website/payment aspects, had been resolved.

The distribution of leaflets (3000 in all) was discussed, with ST agreeing to deal with Scalebor and NS to do Grange Road. The fliers and relevant information would be handed out to Trustees for onward delivery shortly.

## **10. Youth worker commitment from April 2021**

LH reported that she was chasing Carys Bowes to establish when Bradford would be restarting youth services, so that further training of volunteers could be progressed.

Training had already been provided to 9 volunteers by 'Unique' to help promote self-esteem to relevant youths, resident in the locality. The cost had been £1,500 funded in equal parts from the Community Chest, BET and BWCT.

Grateful thanks were again recorded to LH for her continuing efforts and time commitment to this youth initiative.

## **11. Herb garden**

The first garden is now operational and situated on the village green. There were two new raised beds in Grange Park. Thanks were to be recorded to Penny Wright for her ongoing efforts and commitment to this project.

## **12. Walking with Wheels**

DA reported on a meeting that had taken place the previous week involving 3 representatives from East End allotments and DA and David Allison and David Asher from Walkers with Wheels. There are safety, drainage, access, vehicle turning and ongoing maintenance issues still to resolve. BPC will be prepared to contribute.

## **13 Village maps**

NS and Barbara Holden are now moving this forward. They are looking at bigger designs and focusing also on durability and resistance to vandalism. The current maps do not cover the extremities of the village such as Scalebor and the Weir. It was agreed that at some stage the Sun Lane development may also need including and suggested that a facility is needed to make it easier to update or replace maps.

It was requested that the budget, which had been £3,000, would need to be lifted to £3,500 to meet likely costs and this was duly agreed by the trustees.

## **14 Village wellbeing (various)**

DA reported that Love Burley was in the process of establishing itself as a separate charity. It will be focusing on benefiting individuals, whereas BWCT's focus has always tended to be on buildings, the fabric of the village and events. So, there could still be a distinction, though the two charities may now to a degree be competing for funding. Love Burley will not however have members though it will have trustees. It will therefore still need to look for funding, grants etc.

In this context, the Co-op application was then discussed. It was agreed that any application would focus on provision for youth, for example to address mental health issues. It would be an approach that was non-religious (the example of Unique again being mentioned). A sum of £2,500 to £3,000 would be sought.

## **REGULAR UPDATES**

### **15. Zip wire and playground project**

DA reported that some more matting was needed, and some grass needed to be laid. The final cost of this was around £2,500 which would be covered by Burley Parish Council.

### **16. Scalebor and Greenbelt, filming**

NT reported that regular invoicing of Greenbelt and payment mechanisms were currently working fine.

Some filming for 'a House through time' was taking place at Scalebor the following week.

As last year, a joint maintenance contract for drainage etc is to be arranged so that Scalebor can be dealt with at the same time as the other recreation grounds in Burley. BWCT, BPC and the Football Club would each contribute £4000 to the overall cost. Agreed that this should proceed in July/August.

An increase to HGM's maintenance fee of £50 per quarter (thereby increasing this to £2,550 per quarter) was agreed. Greenbelt had in turn slightly increased their payments which covered this increase.

### **17. Walkers are Welcome**

Five new benches sponsored through donations to BWCT were to be installed in the village in the next 2 weeks, all of which had been sponsored by BWCT. Locations included Sun Lane, Leatherbank and Stead. The path near East End Allotments had been discussed above.

### **18. Website**

HB reported that the new version of the website was now operational. Events could now be entered into the Village Diary.

There was discussion about the issues around including businesses and sole traders, in terms of the criteria to be applied, which could prove problematic.

Generally, the website will need to be maintained which was a significant exercise. LH agreed to assist on that aspect.

### **19. Marketing, communications, and social media**

NS confirmed that the next BWCT newsletter was due for publication shortly. Facebook and Twitter were being regularly updated.

### **20. Litter picking**

LH reported that this had continued to prove very successful with 60 members attending another recent monthly event. 82 streets, 10 footpaths and 17 areas are now being covered, possibly representing half the village. Preventive measures are still being considered, such as signage. A safety assessment is needed which LH will organize. LH was again thanked for her efforts.

### **21. School meal funding**

In relation to the remaining £700 or so held, JE said she would ask the two local primary schools whether this could be made available for any hardship funds they operate.

### **22. Other projects – brief updates.**

Tom Sumner was progressing the Hanging Baskets and planters.

Noted that it would be the 40<sup>th</sup> anniversary of the Christmas Lights in 2021

### **23. Other projects being considered – brief update:**

- The skate park concept has not been progressed and nor had the drinking fountain. A location for a Men's shed was being considered in Ilkley (behind the Lido)

### **24. AOB and next meetings.**

Next meetings – 13 July; 12 October