

Burley in Wharfedale Community Trust

Minutes of the Committee Meeting held at the Roundhouse Burley in Wharfedale on Tuesday 12th July 2022

Present: Duncan Ault (DA) (Chair); Mark Elsworth (ME); Andrew Wriglesworth (AW);, Jan Edwards (JE); Loraine Hughes (LH); Barbara Holden (BH); Sylvia Tilford (ST);,

1. Welcome, apologies for absence and Trustee interests:

Apologies had been received from Niccola Swan (NS); Nick Turnbull (NT); Harvey Bosomworth (HB); Elaine Marsden (EM); Shirley Moffat (SM) and Tim Brooke (TB).

2. Minutes of the meeting held on 3rd May 2022

The previous meeting minutes were approved.

3. Matters arising.

All matters arising were covered in the meeting.

4. Correspondence

BWCT is waiting for information/invoice from Bradford District Council, concerning repair costs for the Wall and sign, to progress the claim with Aviva.

BWCT were now the registered legal holders of the Blackrock/Schroders investments.

Correspondence concerning the festival and contact with local schools was to be dealt with later in the meeting.

5. Trustee matters /interests

None to report

6. Treasurer's Report

Prior to the meeting ME had circulated the treasurer's report and up to date management accounts.

It was noted that the value of cash assets for the Trust (ignoring the BET investments with Schroders and Blackrock) stood at £114,829.97 as of 7th July 2022, having been £67,924.88 on 1st October 2021.

Of this figure, £2,559.45 was reserved for the Corn Mill Pond; £26,928.25 from the former BET bank account; £6,554.19 for Walkers with Wheels; 186.25 for the library and £469.41 in respect of Unique. This left £78,318.67 in the General Purposes Fund.

Existing and potential commitments of £11,000 including £4,000 for the pitches at Scalebor (2022 slitting and sanding) up to £3,500 for the village map, £3,000 for Youthquake, £500 for Burley Festival (underwriting cost of playground equipment) reduced the 'available' general funds to £67,318.67.

The sums that may also be committed to other projects totalled £11,000. 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 and £5,000 for a Drinking water fountain. If these all proceed, then available general funds would reduce to £56,318.67.

Significant amounts received since last meeting were £15,201 of BET cash from bank account and £1,797.25 of investment income; £7,642.33 of membership income; £2,162 Duck race ticket sales and £1,000 of matched funding related to the Duck race (from Barclays Bank – to be spent on the Christmas Lights); £300 from Sportscool for pitch hire and £200 from the Trojans toward heating costs.

The most significant outgoings since last meeting were: HGM £2,000 (last bill); Terry Hill £1,000 (decorating); Tom Sumner £450 (repairs and cleaning BWCT sites) and £600 (tubs and baskets); £570 of legal fees; poster printing £280; £180.85 pavilion (electricity and water); Malcom Fisher £808 (Website expenses) and St Mary's £300 (share of audio equipment).

Agreed that for works in excess of £500 a quote would be needed and for works in excess of £1,000 external quotes would be required

The bank accounts were now being operated through the two-trustee verification process mentioned at the March meeting.

7. Risk and insurance provision

There were new guidelines and requirements from the insurer.

LH agreed to review events such as the Duck Race, Christmas Lights and Market, Wharfedale Wombles and Flagpole management. Depending on future discussion the Festival would also fall within this list.

It was confirmed that the current level of Public Liability insurance is £10m which is the usual level. However, it was suggested this might need upward review if BWCT took on the responsibility for the Festival.

8. Pump track

Sam Needham has set up a website as indicated at the May meeting. Velosolutions, were the favored bidder having produced a more detailed and better quote.

There were £5,500 of initial planning costs. Commitments of £2,500 had been made by the Burley Parish Council and £1,500 by Sam's company. It was agreed after discussion that BWCT would contribute the remaining £2,000 subject to the result of a public consultation with local residents.

Leaflets would be posted through to residents of nearby houses and generally feedback would be asked for between 20 July and 20 August. Subject to this, Velo solutions would commence the design stage for the planning application.

JE, DA, and TB are to separately meet Sam Needham to discuss all of this.

It was noted that, separately, the football club are seeking funding from the football association for assistance with the pitches and a new pavilion.

9. Membership renewal

NT reported that currently 444 full members had joined (as compared to 490 last year) equating to around 850 linked members. The aim is to get to 500 full members.

Reminders and membership forms would be printed off for hand delivery by the trustees.

The gift aid application is to be completed by the end of July.

Grateful thanks were to be recorded for NT and HB for their work on this.

DECISIONS TO BE MADE

10. Cornmill Pond

Following the March meeting, an addendum to the Weathervane Cottage deeds has been agreed. The document, which is not legally binding on BWCT, indicates a 3-month timeline after completion of purchase, for the new occupant to agree terms in relation to the pond, in consideration for use of the parking space. Stephen and Sandra Carruthers to be informed of the decision to agree addendum.

11. Burley in Wharfedale Educational Trust (BET).

Both Burley schools are to be contacted by SM regarding the availability of funds (£26,000 or so) in early September. This would be with a view to compiling ideas for recommended projects or possible uses, to be discussed in more detail at the October BWCT meeting.

The different sizes of the schools may be relevant in terms of allocation.

AW to consider how best to progress the review of BET investments with Schroders and BlackRock. DA, ME and AW to then review

12 Scalebor

BWCT 's contribution of £4,200 for 1/3 of this April's pitch maintenance costs (for which in effect funds had been accumulated) would be paid for by BWCT again this year. However, there was no ongoing BWCT commitment in this regard.

Pavilion maintenance costs of £1,700 had been noted (not including electricity and insurance). Another £400 of electrical work was needed (heating and lights) and duly approved at the meeting.

It was noted that income for the Pavilion was £2000 pa.

13. Hanging Baskets/Tubs

These have as usual being funded by BWCT (£1500) and the Burley Parish Council (£1100). It was agreed that the future of these required review in early 2023.

14. Burley Festival

The Festival Committee had formally submitted a request for the event to become the responsibility of BWCT. In their view the main advantages are financial – i.e. the overall insurance cost would be reduced by this being covered through BWCT's policy, BWCT could claim gift aid on the bucket collections and the charitable status of BWCT offered other benefits.

It was agreed that more discussion was needed with the Festival committee to explore the advantages (and disadvantages). A representative would be invited to the next BWCT meeting.

Concerns were expressed about not wanting to get involved on the financial aspects, and it was noted it would increase BWCT's overall insurances costs (which were on a 3 year fixed term deal at present). There was therefore no particular appetite at this point for BWCT to take on the responsibility.

15 Duck race

A review of future arrangements would be needed in early 2023, following Tom Sumner's indication that he no longer wanted to be involved going forward. DA mention that the football club may be interested in organising it as a fund raiser.

The income received had been noted. In addition, the scouts and guides had made £1000 from Teas in the Park.

16. Christmas Lights - 26 November 2022

The booking of the sound system for Nov 26th had been made and First Aiders had also been booked. Traffic managers had also been informed. Performers, Queens Hall booking, and Police were all still to be arranged, with the aim being to deal with these by end of August.

17. Walkers are Welcome (and with Wheels)

DA reported that £400 was available for a bench from the Women's Institute which may be used to fund a bench in front of the Grange.

The Allotment path project was to have proceeded in April/May with the necessary work agreed with Bradford MDC. Bradford is now seeking a s.278 agreement to progress this.

18. Village information board

A map has been submitted. Decisions were now needed on the format, sites to be featured and physical locations of these boards (the Grange and Station?), ideally at the October BWCT meeting.

19. Village Youth provision

The CCG were still keen to progress a project but updating information on this and Unique would be needed for the October meeting.

It was also agreed that the item 'Provision for Village youth worker' could be removed from the BWCT budget

20. Herb/vegetable garden

Thanks to Penny, this is continuing well, though the garden in the Park continues to be vandalised. CCTV being considered. Or possibly this garden should be relocated.

21. Website

The number of visitors to the site was falling which was a little disappointing. It was agreed that a review of the purpose and operation of the website was needed, especially in the light of the fast growth of social media. A revamp may be needed.

22. Newsletter and publicity

DA to discuss September newsletter with NS.

23 Litter picking and the Wombles

The operation continues to go from strength to strength.

The latest problem is cigarette butts and Burley Parish Council is to publicise the issue.

The recycling of medical plastic waste is now possible at various locations as detailed on the Parish newsletter.

Warnings about the need to use gloves when collecting litter was suggested.

LH was to advertise the wombles at the Rotary Club.

24. Gardens, Pond, Fountain of Life maintenance

These had been repaired, maintained, or cleaned by Tom Sumner recently as reported. Thanks were expressed to Tom for all the work undertaken in the village on Trust projects and assets.

25. AOB and next meetings.

Next trustees' meeting October 11th.