

# **Burley in Wharfedale Community Trust Minutes**

## **of the Committee Meeting held on Tuesday 26th March 2019**

**Present:** Duncan Ault (DA, Chair); Mark Elsworth (ME); Ian Rigarlsford (IR); Andrew Wriglesworth (AW), Jan Edwards (JE); Lorraine Hughes (LH); Simon Hills (SH); Nick Turnbull (NT); Niccola Swan (NS); Harvey Bosomworth (HB); Sylvia Tilford (ST), Graham Brown (GB)

1. **Apologies for absence:** Andy Plaxton (AP); Robert Saville (RS); Tom Sumner (TS);

2. **Minutes of the meeting held on 9th January 2019**

These were approved

3. **Matters arising**

It was agreed that under the constitution a Declaration of willingness to act as a Trustee should be signed by all Trustees. AW will prepare necessary letters for next meeting.

It was agreed that the constitution should be generally reviewed as well.

DA will progress the matter of a general risk register for BWCT before the next meeting

4. **Correspondence**

Correspondence thanking BWCT for recent grants had been received from the Scouts (£3,000), the Burley bell ringers (£200) and Dave Cooper of the the Cricket Club (£1,600). DA noted that the new Scout hut was now believed to be fully funded with ground work due to commence after Easter. The new cricket nets had been installed the previous week.

5. **Trustee Matters**

Graham Brown (who had attended this meeting as a prospective trustee) was at the end of the meeting duly elected.

6. **Treasurer's Report**

ME had circulated a schedule showing the financial position of the trust to date prior to the meeting. He noted that the value of assets for the Trust stood at £76,929.47 as at 24th March 2019, having been £71,778.89 at the date of the October meeting.

Of this 2018 figure, £11,278.65 was held in the Playground Fund and £4,959 was reserved for the Corn Mill pond. A further £18,000 was held in respect of the M Cocks bequest and another £5,000 for spending in connection with the Library (which it was reported is also now to be gift aided which will in effect increase the donation). This left £35,625.11 in the General Purposes Fund, to which DA confirmed it had been agreed with the family that the M Cocks legacy (unrestricted) should now be added.

Receipts had included income from Greenbelt in respect of Scalebor of £9,804; income from the Christmas lights event of £1,440.25, Christmas market £1,462.50 and membership payments of

£956. £800 had also been received from Bradford Met for the youth provision initiative and £273 had been received the previous day from Waitrose.

ME reported also that Greenbelt were behind with the November 2018 payment which he was pursuing.

The most significant outgoings were HGM £6,131.86 (in connection with grounds maintenance etc at Scalebor), Christmas lights expenses of £3,414.54 and expenses relating to the Christmas market of £195.79. £348 had been spent on corn mill pond.

ME anticipated that the Christmas lights net expenses and the Christmas Market income will more or less balance out.

## **7. Scalebor Park**

**New lease on Pavilion:** A new agreement with the Football club is being drawn up by the football club's solicitor to commence in October 2019

**Service agreement with Greenbelt:** this is now in place with a price increase from £15,600 to £16,800 from April 2019.

**Maintenance and drainage:** this is due in 2 weeks time with as usual a total cost of £4,800 half of which is paid by BWCT and half by the football club. DA reported that Danvic had quoted to drain the rest of the Scalebor Park playing area at a price of £7,000 (half of which would be paid for by the football club). This is under consideration.

As a separate matter DA mentioned that discussions were ongoing within BPC about improved drainage on the recreation ground near Iron Row.

**Pavilion:** DA mentioned that money may need to be spent on the exterior this year.

**Cricket:** DA confirmed that the new season commenced just after Easter.

## **8. Youth provision proposals**

LH updated those present as follows;

There was a reminder of the proposal which was to look to provide for two age groups; 11-14 year olds, where a meeting room at Salem Church was still under discussion; and 15-18 year olds, where the Parish Rooms remained a possible venue. This would help cover the gap which existed once children of 11 and over left the village for secondary school education.

The ward councillors had been supportive of the initiative as were both BWCT and Burley Parish Council. Ash from Bradford Council had visited on 6 February and an initial plan to have 5 meetings had been proposed, with a maximum of 17 children to attend each. Youth workers Debra and Rees had been recruited and would be shown around the village by LH. CRB and other checks were in progress.

The plan was to launch on 8 May, hopefully in the Queens Hall. The initiative could be publicised at other events such as the Duck Race, Christmas Lights and the Summer festival. It was suggested that a Facebook page also be created.

As reported earlier some funding of £800 had been secured from Bradford Council. Use of these funds needs to be properly evidenced. Further funds of £350 were being sought from Shipley Community Chest. LH was also looking to apply for £1,000 for essential life skills (such as financial knowledge, CV writing, general resilience) which were not necessarily taught in schools.

LH to update on progress at next meeting.

### **9. Playground update phase 2**

There had been little progress since the last BWCT meeting but the matter was ongoing. Funds (£11,278) remained available with BWCT to progress the project. It was understood however that the zip wire does not now have to be confined to the originally designated area. DA will be meeting with Stuart from BPC to discuss further.

### **10. Co-op funding and publicity**

Mark Swift (MS) who manages the Co-op in Burley was in attendance during this part of the meeting. Overall donations to BWCT totalling around £8,500 were reported and the gratitude of BWCT was asked to be minuted once again.

MS indicated that in the forthcoming year the 'pot' from the 1% allocation to good causes would need to be split 3 ways to include St Mary's parish Centre and the Scouts and Guides as well as BWCT. Sales of Co op bags form a good part of the overall sums available for grant.

It was agreed that there was a mutual benefit to BWCT in promoting Co-op membership and use of the membership cards (which were still only used a surprisingly small percentage of the time) and in generally working together on other initiatives. The 15<sup>th</sup> of June (and possibly 22<sup>nd</sup> of June) have been agreed for this promotion to coincide with the Duck Race ticket sales.

MS mentioned that a blue Co-op duck ('Colin') would be taking part in the duck race this year.

### **11. Membership for 2018/9**

DA reported that there were 855 members so far this year, representing 432 households. It had been reported at the previous meeting that there are 2,800 households in the village.

The issues with PayPal continue and there was a suggestion that membership mojo, which is currently used, insist on use of PayPal. NT will speak to Malcolm Fisher about looking at the 'Stripe' system for membership as an alternative.

The new membership year starts in June.

### **12. Marketing: general publicity, especially for events.**

It was mentioned that a committee meeting was needed and would be arranged by NS.

Quarterly communications were now being sent or made available to members and had been sent by NS through mail chimp on 7 March. Several committee members thought they may not have received this. All were to double check and confirm with NS.

NS regularly updates the Facebook page. It was agreed there was no requirement for a Twitter account as there was not enough regular news to retain interest.

### **13 Burley Website**

HB reported that the website update was being progressed by Malcolm Fisher. A new back up person would however need to be identified, as Steve King was moving shortly to Northumberland.

It had been ascertained that most people now access the site through their phones.

The number of hits had fallen but this could be because more people were accessing the site through social media.

### **14. Christmas Lights and Christmas Market:**

The net expenditure on the Christmas lights showed a deficit partly due to expenditure on a new Co-op light and extra expenditure on ladder clamps for safety reasons. However this was offset by a £1,200 profit on the market. Praise and gratitude was to be recorded for Jan Lepley who had organised the market so well.

The importance of keeping the old toilet block for storage of equipment was to be particularly noted.

### **15. Duck Race - Sunday 23rd of June.**

Tickets will be available for sale in early June and can be sold inside as well as outside the Co-op.

DA to contact the police to ask for presence at the A65 crossing point.

### **16. Burley Painting**

NS thought that quite a few paintings had been sold over the Christmas period though BWCT has not yet received any share of the income as yet.

### **17. The Roundhouse: update**

DA reported that work was due to commence the following week.

### **18 Pudding Tree garden/ Jubilee Garden: updates**

The area around the Jubilee garden has been pressure washed and TS is to repair cracked flagstones.

### **19. Fountain of Life area**

This has also been pressure washed.

### **20. Hanging baskets and tubs**

TS was progressing these and a quote was awaited.

### **21. Corn Mill Pond**

Steve Carruthers (SC) was again present. He reported again that there was a need to rethink the future of the pond which is an evolving natural area. Rusty Beck was no longer regularly receiving large quantities of water.

The silting up of areas of the pond was creating an island near the bridge and there would be other dry areas at certain times of the year. However, this will create a new environment for wildlife. It will in effect become a wetland area and certain plants or reeds should be considered for planting there.

There should be no danger of flooding, as water, if it does come in large quantities, will always escape. It was still a dangerous area and that message should be reinforced as and when necessary.

SC was asked if he could prepare a concise statement suitable for posting on the website, so as to inform the general public of Burley.

### **22. Walkers are Welcome**

Ann Greenhough of Walker are welcome attended to report on plans to make Burley more friendly to 'walkers with wheels' i.e. wheelchair users, parents with buggies and those with bikes. A map had been produced to show routes where improvements could be made. Contact had also been made with Open Countryside who shared similar aspirations. There was however no specific request for funding from BWCT as yet.

### **23. AOB/Next meeting**

SH raised the issue of our Health and Safety liabilities regarding crossing the road for the Duck Race (in case the police do not show up). He sought assurances that we state our responsibilities clearly.

Next meeting is on May 14<sup>th</sup> in the Roundhouse