

## **BURLEY-in-WHARFEDALE COMMUNITY TRUST**

### **Minutes of the Committee Meeting held on Tuesday, February 10<sup>th</sup>, 2009**

**Present:** Duncan Ault(DA); Harvey Bosomworth(HB); John Grimshaw(JG); John Horton(JH); Clive Myatt(CM); Tom Sumner(TS); Niccola Swann (NS); Sylvia Tilford(ST).

**In the chair:** Bill Howson(BH).

**1. Apologies for absence:** Andrew Wriglesworth(AW).

**2. Minutes of the meeting held on November 18<sup>th</sup> 2008.** These were accepted as a correct record.

**3. Matters arising, not covered elsewhere on the agenda.**

None

#### **4. Correspondence**

Further to a request from the Wharfedale Rail Users' Group for a contribution towards the production costs of its annual newsletter it was agreed that the same sum as last year would be offered: £50

#### **5. Treasurer's report**

NS circulated a summary of the finances, to date, for this financial year. She drew members' attention to the key items of income and expenditure.

*Income:* the main income has come from the generous donation of £5000 from the estate of Dorit Southon. Dorit was a strong supporter of the BCC and the BWCT and took a great interest in its activities over many years. She was a regular attender and active participant at Forum meetings and her presence and interest are sadly missed. Her bequest to BWCT was much appreciated. Christmas lights donations and boxes collections generated £496. £500 is also expected from Burley Chamber of Trade towards the lights.

*Expenditure:* major items were the Christmas lights and the Zurich insurance premium. Currently the net spend on the lights is below the budget of £4300 but a number of items have still to be recorded.

NS commented on the time taken to collect the Christmas lights collection boxes. It was agreed that others would be involved next time around. NS was thanked for her first financial report to BWCT.

#### **6. Christmas lights and market**

TS reported that, overall, the switch on had been a success. The use of the new lighting columns this year had posed a number of problems to be resolved. Thanks were recorded to Tom and his team for the extensive work that goes into erecting the lights. It was agreed that the loudspeaker was not adequate – only people very near to it could hear what was

being said. The financial outlay of £120 on the loudspeaker was not thought to be money well spent. It was agreed to look at an alternative for next year.

**7. Health and safety** CM had agreed at the last meeting to look into finding a suitable tool for assessing our risks and establishing Method Statements. He had produced a combined Method Statement and Risk Assessment which can be applied to BWCT activities that require it. This had been circulated prior to the meeting and one form completed, provisionally, as an example, for the Christmas lights. It was proposed, and agreed, that it was only necessary to use one form for the lights rather than break this down into a number of tasks. Various Committee members would work to complete the forms:

Christmas lights: JG and TS

Duck race: TS and ST

Cornmill Pond: CM

### **8. Scalebor sports facilities.**

BH reported that the work on the drainage for the two old hospital buildings commenced on January 21<sup>st</sup>. The whole job is likely to take up to 8 weeks for completion. The final part of the work will involve taking a drain from the buildings across the cricket and football pitches into the beck. Tying down the contractors about when they will be taking the pitches out of action is difficult: at the time of writing this would seem to be mid March. Jed Smith(JS) has been informed and has been given the telephone number of the contractors to make direct contact.

At the last Committee meeting BH had mentioned that he had had an undertaking from James Nichols of David Wilson Homes that they would be laying some 'herring bone' drains in to the main, in the hope that this would lead to drier pitches. At the time of the meeting this had not been confirmed. The contractor, Alistair Kennedy, has said that this is not on the plan. A site meeting is being arranged from which an update should emerge. Questions were raised about the precise location of the proposed drain. TS expressed an interest in attending such a meeting. It was agreed that Ian Normington, cricket club, should also be informed about the ongoing work.

*Pavilion:* BH proposed that it was time for an overall review of the state of the pavilion, to be carried out by a number of committee members, in order to see if any work was required. He suggested that the committee should consider whether it should spend some of its funds in adding an insulated ceiling. He understood that this had been broached before and there might be parents who would be willing to do the work if BWCT paid for the materials.

*Greenbelt:* BH had spoken to Philip Davies, MP, about the shortcomings in Greenbelt's maintenance at Scalebor. Concerns have been expressed about branches which are getting into the beck and possibly contributing to flood problems in Station Road.

**9. Website** HB reported that the website was progressing smoothly. There had been a small revamp with a change of colour on the home page and drop down menus. There are certain conventions about how websites should work and the Burley site was now in tune with these. There were still difficulties in getting organisations to put their events on the website. Malcolm Fisher, webmaster, is upgrading his computer which will enable more to be done. There had been some expenditure on software. NS asked that she be notified of planned expenditure. The next meetings of the website committee will take place on: 29<sup>th</sup> April; 29<sup>th</sup> July; and 28<sup>th</sup> October.

**10. Monthly coffee mornings**

BH reported that it was getting increasingly difficult to get local organisations and charities to take up the table for these occasions. To date only 4 months for 2009 have been allocated. BWCT has routinely used the table itself in November to raise Christmas lights funds. When there has been no booking it has also taken the table on one or two other occasions. The coffee mornings are a social service and local people clearly enjoy them. We have tried to involve local charities and organisations but BH raised the question of whether we should extend the fund raising option to National Charities which may have a local interest. There was some uncertainty about whether such charities would be interested but it could be worth checking out. It was agreed that information about the fund raising table should go into the next Parish Newsletter and information should also go onto the website. Members agreed to make contacts with local charities and aim to secure bookings.

**11. The 100 Club.** CM has agreed to take on the renewal of membership. BW suggested that it was now time to update our method of drawing monthly numbers. He had been looking at some types of lottery balls instead of pieces of card, but without success. Bruce Speed had suggested that he might be able to make some cubes in a suitable receptacle. It was agreed that BS be asked if he would be willing to take on this task.

**12. BWCT membership.** This runs from June to May. Sending or delivering renewal notices, receiving them in, collating the payments and sending out new cards is a big task and tends to go on for months, to a lesser degree, after an initial surge. The database for next year has been opened up as a number of people responded to the inclusion in the PC newsletter with subscriptions for next year. JG agreed to take on the membership role from a date to be agreed.

*Information to membership:* BH became involved in the BWCT after responding to a small piece in the PC Newsletter, requesting Trustees. He had no knowledge, at that point, of what the Trust did or what it provided. He wondered how many of the general members of the Trust know about us and what we do. He proposed that the Committee should spend some time thinking about how to inform members of Trust activities and how it spends their money. He suggested requesting either a page in a PC newsletter or compiling a separate Trust newsletter. The half page in the December issue of the PC newsletter had produced a number of new members. It was agreed that since the demise of the Burley Bulletin there

had been less communication by the Trust to the village. ST would discuss the possibility of the Trust having a page in one of the longer PC newsletters or whether a separate document could be distributed with the newsletter.

### **13. Burley Summer Festival**

ST reported on the summer festival which has been initiated by the Parish Council. The Committee agreed that it would like to contribute towards the cost of the festival programme. ST would send costings to NS.

**14. The Roundhouse** Following the latest theft of lead the insurance company had agreed to meet the claim. If a further theft should take place it was agreed that consideration should be given to replacement with a suitable lead substitute. Some correspondence between BS and the local authority suggested that this could be acceptable to the building's owners, BMDC

**15. The Duck Race.** TS reported that this could not take place on Fathers' Day this year. Alternatives would be June 14<sup>th</sup> or June 28<sup>th</sup>. The dates for the Church Festival would be checked to see if the race could fit in with this.

**16. BWCT funds** BH reported that in the previous year the question had been raised about what should be done with the financial assets of the BWCT. Local residents pay subscriptions and there were also additional generous donations. The one of £5000 was referred to above. At the moment assets are spent on maintaining other assets and in funding the Christmas lights. The suggestion was made above to improve the pavilion but it was possible that other local organisations could benefit from an injection of cash. ST reported that, while, this was a good idea the Awards scheme operated by the Parish Council was not receiving very many applications and funds assigned for this purpose had not all been given out in the current year. It was noted that a decision on the village green status for Burley House Field should be made by early summer following the 3<sup>rd</sup> public inquiry. If there was a favourable outcome there would be needs for funds towards improvements to the field. It was agreed to hold back decisions on new areas of BWCT spending until the outcome of the inquiry on the field was known.

### **17. Any other business.**

The new lighting columns had brackets for hanging baskets. TS proposed that BWCT should provide hanging baskets. It was emphasised that it was important that the organisation and costs of watering should be ascertained before going ahead with ordering baskets. ST would inquire from Ilkley Parish Council if BMDC were involved in watering their baskets. It was agreed that the total costs for one year should not exceed £1500.

BH informed the meeting that he had taken on the Chair of BWCT following an approach by the preceding Chair, Bruce Speed. At the time there was no one else interested in taking on the Chair. He had agreed to take on the role of Chair for a short period. He was not

intending to go on beyond the AGM later this year. BH said it would be helpful if other officers considering resigning their posts should declare this sooner rather than later.

**18. Date of the next meeting:** Tuesday 12<sup>th</sup> May

Sylvia Tilford, Hon Secretary.