

BARROW UPON SOAR COMMUNITY ASSOCIATION

Minutes of meetings held on Tues May 16th 2017 in the Library, commencing at 7.30pm

Trustees Meeting Approval of Annual Accounts 2016

David Rodgers explained aspects of last year's examined accounts which have been signed as satisfactory by our auditor John Beaumont.

Brian Tetley proposed they be accepted. Seconded by Betty Turner. Vote: All in favour.

Sue Rodgers proposed a vote of thanks to David which was fully endorsed by all.

Annual General Meeting

1. **Welcome by chair** – Judith Rodgers. It is gratifying to see a nearly full turn out of trustees and non-trustees.
Apologies: Wendy Woodhouse, Anne Perry, Val Gillings, Graham Hobbs, Pauline Ranson, Craig Johnstone.
Present: trustees: Frances Thompson, Ceri Fairbrother, Mike Collins, Alan Willcocks, Chris Bates, Sue Rodgers, Ted Rodgers, Ann Higgins, Betty Turner, Ginnie Willcocks, Brian Tetley, David Rodgers, Judith Rodgers, Diane Thorpe
Non-trustees: Sue Preston, Gaynor Barton, Lin Webb, Claire Forrest, Nick Thomas, John Nurse, Anthea Bramley, Keith Butler
2. **Minutes of the AGM held on May 26th 2016** : Frances Thompson proposed that they be accepted as a true record. Seconded by Ann Higgins. One abstention (non-attendance) and rest in favour. Proposal carried.
3. **Matters arising**
 - i) Item 6 of 2016 AGM minutes: As minuted, Judith applied for a variety of grants for the new Welcome Pack and website flyer. She assembled about £400 in excess of the cost: to go to a future publication print or reprint.
 - ii) Issues of sustainability of BUSCA: we have not yet grappled with this. We WILL , in 2017.
4. **Presentation of accounts for 2016:** David R presented the annual accounts for 2016 to the assembled meeting.
5. **Election of Officers:**

All the existing officers have agreed to be nominated again. No other nominations have been received.

Brian T proposed that there is a block vote for all the existing officers

| OFFICERS | NOMINATED | PROPOSED | SECONDED | OUTCOME |
|--------------------|------------------|----------|----------|---------------|
| PRESIDENT | Frances Thompson | | | All in favour |
| (Frances Thompson) | | | | |
| CHAIR | Judith Rodgers | | | All in favour |
| (Judith Rodgers) | | | | |
| VICE CHAIR | Sue Rodgers | | | All in favour |
| (Sue Rodgers) | | | | |
| TREASURER | David Rodgers | | | All in favour |
| (David Rodgers) | | | | |
| MINUTES SEC | Ceri Fairbrother | | | All in favour |
| (Ceri Fairbrother) | | | | |

6. Election of Trustees to Council

All existing trustees have indicated a willingness to continue.

Judith R proposed a block vote of all the ordinary members of the Trustee panel.

| | | | | | | | |
|------------------|---------------|----------------|---------------|--------------|---------------|----------------|---------------|
| Betty Turner | All in favour | Chris Bates | All in favour | Brian Tetley | All in favour | Lin WEBB | All in favour |
| Val Gillings | All in favour | Anne Perry | All in favour | Mike Collins | All in favour | Anthea Bramley | All in favour |
| Craig Johnstone | All in favour | Pauline Ranson | All in favour | Graham Hobbs | All in favour | | |
| Ann Higgins | All in favour | Ted Rodgers | All in favour | Diane Thorpe | All in favour | | |
| Ginnie Willcocks | All in favour | Alan Willcocks | All in favour | | | | |

Judith R proposed Lin Webb, seconded by Mike Collins. All in favour
Ginnie W proposed Anthea Bramley. Seconded by Brian T. All in favour
Judith welcomed the two new trustees.

7. Appointment of auditor

Judith R proposed John Beaumont. Seconded by Diane Thorpe. All in favour
Sue R asked that a formal vote of thanks be conveyed to John.

8. Adoption of Forward Plan 2017 including Reports 2016, Budget 2017 and Special Projects 2017

The Report 2016 including Special Projects was presented and commented on by appropriate people. David can't do the Budget 2017 until the Trustees' meeting following the AGM has completed a discussion about Special Projects.

Ted R asked that the wording for the support of the new community building be expressed thus: "to vigorously pursue the provision of a new community building". This was agreed. Alan W proposed that the Annual Report 2016 be accepted with this change of wording. Seconded by Mike Collins. All in favour.

9. Reports: i) on the library as a Community Partnership Library (Brian Tetley, Ceri Fairbrother, Alan Willcocks)

The ICT systems have been updated using grants. We have a new printer, partly paid for with a Coop community grant. Now actively recruiting more volunteers. The plans to re-tarmac the parking space and replace collapsing fencing have got a bit nearer to progressing after the LCC lawyers and Property Departments have (nearly) agreed that they constitute repair work (which the LCC should be doing. However, we are still arguing over the wording of a license which has to be signed by BUSCA before we can do building works inside (new office, hygienic kitchen and disabled toilet). This will be discussed in the Trustee meeting that follows. (All of these works are to be paid for by Tarmac).

We are now reviewing the heating system. We have just received a grant from the Parish Council to buy laptops which can be used for outreach work eg at Beveridge Club.

The Independent Book Loan system is particularly popular (because there is a constant input of new books).

There are lots of children using and visiting the library.

Come to the 2nd Birthday on Sat July 8th am.

ii) on developments with the New Community Building project (Sue Rodgers)

The search for a suitable site for a new community building has settled on the picnic table field on Fishpool Way. Permission has been given by the Parish Council to investigate this site further. The building of a community building is now part of the draft Neighbourhood Plan. There are still some steps to be completed before the N. plan is finalized including a referendum. Once it is then the planners have to give any application true weight. Then John Lenny will be talking to the planners to get pre-planning advice. Assuming it is approved then a full costed business plan will be undertaken and grants sought.

Alan made the point that when the project is properly up and running, it will need a much bigger team and possibly a different organization as its base.

Ted asked for input of ideas from BUSCA and full support.

There are lots of huge decisions to be made.

10. Any Other Business

None

The AGM was concluded at 8.50. Judith thanked people for their attendance and contributions to discussion.

BUSCA Trustees' Meeting Tues 16th May following the AGM

1. **Apologies:** Wendy Woodhouse, Anne Perry, Val Gillings, Graham Hobbs, Pauline Ranson, Craig Johnstone.
2. **Minutes of the Trustees' meeting on February 27th 2017**
David R proposed these be accepted as a true record. 2nd ed by Ceri F. All in favour.
3. **Matters arising**
 - i) **Paper towels:** These had been requested for installation into the community kitchen. The Events team felt it was not appropriate as we would have to keep it stacked. School won't supply.
 - ii) **Insurance:** BUSCA's insurance has been updated to account for the new Panto sound equipment and a re-valuation of existing equipment. Similarly, the new ICT equipment in the library is now BUSCA's property and needs to be added in. This has been done and there is a fairly small rise in premium which will largely be paid by Panto and library.
 - iii) **Sustainability:** still no serious discussion. It will happen.
 - iv) **Library cleaner:** The library has now two employees (Angeline and Kerrie)
4. **Treasurer's report (Accounts from Jan 1st 2017)**
David went through the Jan – May accounts.
5. **Progress and further discussion on Special Projects**
 - i) **New edition of Walks leaflet 1 / 2 :** Judith concludes that Network Rail will not replace the crossing with a bridge so that part of the Round the Edge walk needs editing appropriately. We now need to wait until it is absolutely clear what is happening to the footpath through the new Jelson estate and the new perimeter walk.
 - iii) We need a new edition of the **Junior Fossil Trail.** £740 for 4,000. Frances T proposed that this be approved. Seconded by Ann Higgins. All in favour.
 - iv) **Village Map:** we need a new edition of this. £1,000 for 4,000 copies. Frances T proposed that this be approved. Seconded by Ceri F. All in favour
 - v) **Heritage Group:** It was suggested by Judith that the Heritage Group produce an updated booklet summarising their work and projects. It will be similar in format to other BUSCA booklets, and made available for the community. They have asked for £500 to cover the cost. Diane T proposed that this be approved. Seconded by Ted R. All in favour.
 - vi) **What is BUSCA booklet:** This needs further work: Frances will work on the text. Judith will investigate a cover. Frances T proposed that we approve a possible spend of up to £1000. Ceri F seconded. All in favour.
 - vii) **Heritage Group** asked for £100 to cover the cost of laminating the old W.I. Churchyard Inscriptions File and for the production of 3 ringbound books. 1 x copy each for the Heritage Group, the Library and the Church. Diane T proposed that this be approved. Seconded by Ted R. All in favour.

Ted asked that 2nd and 3rd quotes are obtained from other graphic designers for the new projects. He will arrange this.
6. **Library issues:** Alan, David, Brian

Brian described the issue about the re-instatement clause in the license. David: now we know that this clause will only apply to the building improvement works, he is much more relaxed about trustees signing the license. These works are calculated at £10,000 which wouldn't jeopardise other BUSCA activities if the reinstatement was invoked. He proposed that i) we look for other insurance companies to quote to provide an indemnity cover. (ANSVAR won't). Frances T seconded. All in favour.

ii) If we can't get this insurance, that we delegate power to the Library Management Committee to proceed with signing the license if they think it appropriate. Seconded by Mike Collins. All in favour. David would also like to ask the legal department to supply a side letter as indicated might be possible.

7. Safeguarding and Child/adult protection (Val and Diane)

No report

8. Membership (Diane)

There are problems now we don't issue a membership card: people don't know whether they have renewed or not. Diane will email out a message to each 2017 member giving them their unique number.

We will discuss further measures at the next meeting.

9. Consideration of proposals from AGM

None

10. BUSCA's stall(s) at the Street Market on July 9th

Help offered by Alan, Lin, Ceri and Sue P

So will have a BUSCA stall that pushes membership and gives a base for library people. Also, Iris Oakley will be selling jams and pickles in aid of BUSCA

11. AOB

i. Ginnie asked that at our next meeting, the issue of sustainability is very early and that trustees are reminded so that they can think of ideas and projects that might help. Probably keep it to a limited time.

**ii. Date of next Trustees' meeting: an extra one on Wed 5th July 7.00 in the library (?).
To include Sustainability at start of agenda
And Tues 12th September**