



**BVCA Committee Meeting Minutes  
10 April 2014, 8.30pm  
Community Centre Meeting Room**

**Committee Members Present:** Rachel Fowler, Philip Glaiser, Mark Jarnell, Conrad Lea, Craig Lee, James Oldham, Mark Thompson and Gary Woods

**In Attendance:** Councillor Lynch

**Apologies:** Alison Hamer, Jenni Hann, Ric Jones, Susan Jones, Stuart Knowles and Stuart Longworth.

**Clerk:** Joanne Carr

Item	Details	Action
1	<b>Welcome</b> CL welcomed everyone to the meeting.	
2	<b>Previous Meeting minutes</b> CL reported that the minutes from the meeting on the 9 January 2014 had been circulated and it was agreed that they were a true record.  (i) <b>Event signage</b> – three quotations had been received. Feather Signs - £64.00 + £19.95 for the base – storage would be required A Board - £49.00 + cost of posters/banners – reusable Roller Banner - £41.95. inc VAT + artwork It was agreed that CL would purchase one roller banner and CLea would investigate second hand A Boards.  (ii) <b>Room bookings for Events</b> – Following discussion it was agreed that the date of the following events would be changed and rooms booked on: Residents Meeting - .Last Thursday in September Halloween – Saturday 1 November from 3pm. Christmas Event – the only day free is Saturday 29 November. It was agreed that CL would investigate whether the hall could be booked after the booking who is in on Sunday 7 December and that CL should	<b>CL/CLea</b>



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		<p>make a booking for the first Sunday in December for the next ten years.</p> <p>Committee Dates – it was agreed that, following the resignation of SJ who had requested moving the meetings, the meetings would continue on the 2 Thursday of the Month.</p> <p>(iii) <b>Time Credits</b> – If BVCA offer one or two free spaces at the car boot then the BVCA would be able to use time credits at events. It was agreed that CL would sign up for time credits.</p> <p>(iv) <b>Iron man</b> – The route has been changed and the race will now only pass by Buckshaw Village instead of passing through the village. There is a meeting with the organisers on 23 or 24 April.</p>	<p>CL</p> <p>CL/ Clerk</p> <p>CL</p> <p>CLea</p>
3	<b>Financial Update</b>	<p>SJ report was circulated. Members noted that a final report for the year would follow with an update on creditors/debtors once the bank statement had been received.</p> <p>Members noted that the committee was running at a loss of approximately £400, which was an improvement on last year.</p>	SJ
4	<b>PACT Update</b>	<p>Councillor Lynch reported that the meeting had discussed the issue of a volunteer parent crossing children over the road to the school in Buckshaw. The parent had been advised that she should only cross her own children over and that parents should speak to the school regarding crossings. The parent has started a petition to get crossings installed but Councillor Lynch advised that the County Council would not install a crossing if the road was un-adopted. Discussion was had regarding types of crossings and insurance and it was agreed that the school and the developers should be contacted to raise the issue.</p>	CL
		<p>GW left the meeting.</p>	
5	<b>Easter Plans</b>	<p>MJ reported the Easter Event should break even - the costs of the hall and the first aid cover being covered by income.</p> <p>The bouncy castle and Hill Crest Animals have still to confirm.</p> <p>CL gave an overview of the food stalls attending and it was agreed that MJ would check whether the Hub could sell bacon butties. Craft stalls will be in the small room and 20 stalls are booked for the main hall.</p> <p>RF agreed to arrange “name the bunny” stall and a “Mini egg Jar” stall.</p>	<p>CL</p> <p>MJ</p> <p>RF</p>



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6	<b>Web Update</b>	<p>CLea advised that the sub committee had met, discussed what was wanted in the website and planned the front page. The Website provider had suggested an advert on the front page being charged at £500 per year and scrolling adverts on the side of the page at a possible cost of £50 per month.</p> <p>Discussions were had regarding;</p> <ul style="list-style-type: none"> <li>• community group pages,</li> <li>• business directory – agreed to place on hold,</li> <li>• forum and forum software – CLea and CL to discuss with SK the domain name and passwords</li> <li>• CLea to check that company will host the domain</li> <li>• licence – no cost,</li> <li>• software updates – didn't seem to be a problem – the developer was happy to discuss this, if anyone wanted further information. JO &amp; PG would review the software</li> <li>• Time frame – 3 months – Will advise want by start of August to advertise at Residents Meeting in Sept.</li> <li>• Cost – brought down to £1500, £750 up front and £750 on completion, includes 1 year support.</li> </ul> <p>Any questions members want to raise must be emailed to CLea by the 14 April 2014. CLea to investigate when funding has been received and place order once outstanding questions have been confirmed and receipt of funds confirmed.</p>	<p><b>CLea/CL</b></p> <p><b>CLea</b></p> <p><b>JO/PG</b></p> <p><b>CLea</b></p>
7	<b>Noticeboard Policy Update</b>	It noted that this was ongoing and agreed to defer this item to the next meeting.	
8	<b>Community Garden</b>	It was noted that SL had agreed to lead the project and that due to him not re-standing there was a vacancy. MJ agreed to take on the lead of the project.	<b>MJ</b>
9	<b>Strategic Direction</b>	It was noted that this was an ongoing development. BVCA need to be involved with outside agencies as that is how events are funded.	
14	<b>AOB</b>	<p>Forum – It was agreed that CL would include the forum as a standard item on the agenda to enable village issues and residents questions to be raised.</p> <p>Email list – SK would be requested to update the email list.</p>	<p><b>CL</b></p> <p><b>SK</b></p>
15	<b>Date for next meeting</b>	It was agreed that the next meeting will be held on <b>Thursday 8 May 2014 at 8.00pm.</b>	



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		Further meetings will be as follows: Thursday 12 June 2014 Thursday 10 July 2014	
16	<b>Closing Remarks</b>	There being no further business, the Chair thanked everyone for their attendance and continued support and duly closed the meeting at 9.50pm.	