



**BVCA Committee Meeting Minutes
12 June 2014, 8.00pm
Community Centre Meeting Room**

Committee Members Present: Rachel Fowler, Jeni Hann, Mark Jarnell, Craig Lee, Mark Thompson and James Oldham.

In Attendance:

Apologies: Philip Glaiser, Alison Hamer, Rick Jones, Stuart Knowles and Conrad Lea.

Clerk: Joanne Carr

Item	Details	Action
1	Welcome CL welcomed everyone to the meeting.	
2	Previous Meeting minutes CL reported that the minutes from the meeting on the 8 May 2014 had been circulated and it was agreed that they were a true record. (i) Village Issues – CL reported that all items had been reported to the County Council. (ii) Green Man Dig – JH to arrange a date for an evening tidy up and email to members.	JH
3	Financial Update CL advised that there was no financial report as the Finance Director had not been able to access the bank account. A replacement cheque for £2,500 had been received from New Progress Housing for the community garden works. The car boot sale had raised £550 less approximately £200.	
4	PACT Update MJ advised that the next PACT meeting would be held on 2 July 2014 at 7.00pm.	
5	Village Issues The following issues were raised: 1. Gullies on Buckshaw Avenue were overgrown with grass. CL agreed to report this issue to the County Council. 2. The cupboard doors in the Community Centre kitchen were broken. CL to report to Envirocare.	CL CL



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6	Car Boot Review	<p>It was agreed that the event had gone well.</p> <p>Positive:</p> <ul style="list-style-type: none"> • Weather • Setting up the night before • Food Van – very useful having it's own seating and tables • Advertising beforehand • Layout good <p>Only one negative comment had been received complaining about everything but a number of good comments had been received.</p> <p>Could do better:</p> <ul style="list-style-type: none"> • A number of indoor pitches had people encroaching on other stalls – tables could be allocated and numbered • Make all stalls bring in paste tables only give space for one paste table • More signage for the indoor stalls • Possibly have a “pay” bouncy castle • Avoid School holidays • Have music on speakers for atmosphere <p>Members were thanked for their help setting up and on the morning.</p>	
7	Iron Man Event	<p>The date of the Iron Man had been moved to 20 July and the route changed to come down Dawson Land past the Green Man and the Bobbin Mill. 30 helpers would be needed on 2 shifts, morning and afternoon – with more needed in the morning.</p> <p>A request for helpers should be put out on social media and if still short of numbers at the end of June it was agreed that a small leaflet drop should be done in Buckshaw Village.</p> <p>It was agreed that the fact that BVCA receives a donation for providing the volunteers needed to be included in the request for helpers.</p>	CL/CLea
		James Oldham joined the meeting.	
8	Residents Meeting	<p>The Residents meeting would be on Thursday 25 September 2014, 7.30 – 9.30pm.</p> <p>Following a discussion it was agreed to invite the following:</p> <ul style="list-style-type: none"> • RMG • Redrow • Barretts 	



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		<ul style="list-style-type: none"> • Leaders of the Borough Councils • County Councillors • New Progress Housing <p>It was agreed that the session would be a question and answer evening with questions being requested before hand and the panel being told the topics that the questions will be on.</p> <p>The event will be publicised by social medial in mid August, the newsletter, which would be delivered to the committee 5 September and delivered in the following 2½ weeks and the website.</p> <p>Letters of invitation would be sent to all the usual politicians and the Parish Clerks.</p>	<p>All</p> <p>CL</p>
<p>9</p>	<p>Newsletter</p>	<p>Interview with local councillors. MJ declared an interest and took no part in this part of the discussion.</p> <p>Members discussed the issue and the following points were raised;</p> <ul style="list-style-type: none"> • Articles should not be political • Should candidates coming up for election be included? • How many articles and will all councillors get an equal chance to reply • Questions and answers and what will you be doing for Buckshaw? <p>It was agreed that the political map should be included in the September newsletter along with an article with 10 questions given to the two local Members of Parliament. The format would be reviewed again before the Winter edition of the newsletter.</p> <p>Following discussion it was agreed that the following items should be included in the September edition of the BVCA newsletter:</p> <ul style="list-style-type: none"> • Chairs column/meet the committee • Residents Meeting • Police article • Iron Man write up • Doctor Muttu's article • Website launch • Political Map / MP's 10 Questions • Event coming up • Community Garden 	<p>CL</p>



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10	Website	CLea had advised that work was ongoing with the designers and a draft version of the website would be reviewed by the committee. TG Marketing were working towards a summer launch with the website going live in September 2014.	CLea/PG
11	Community Garden	<p>MJ advised that Envirocare had quoted £1,000 for the preliminary work on the community garden. Another group had expressed an interest in taking over the area. It was agreed that as the funding had been received MJ should start the project as soon as possible and was requested to ensure that all receipts were handed to the Finance Officer.</p> <p>MJ advised that he had been approached by Stuart Clewlow from Chorley who was arranging an exhibition of 75 years of the Royal Ordinance Factory, Chorley, requesting a £30 donation which will link BVCA to the exhibition and mean that the display ends up in the Community Centre. It was agreed that a donation of £30 should be made from the £2,500 New Progress funding.</p>	<p>MJ</p> <p>MJ</p>
12	Welcome packs	It was agreed to defer this item to the next meeting.	
13	AOB	<p>Noticeboards. – It was noted that BVCA would like to install a new noticeboard in the commercial quarter as well as a number on the new areas of Buckshaw. CL agreed to speak to local businesses to try and obtain sponsorship for some noticeboards.</p> <p>Borough Councillors have £250 grant funding that were available for local groups. The application forms were on line.</p>	CL
14	Date for next meeting	<p>It was agreed that the next meeting would be held on Thursday 10 July 2014 at 8.00pm.</p> <p>Further meetings would be as follows: Thursday 14 August 2014 Thursday 11 September 2014</p>	
15	Closing Remarks	There being no further business, the Chair thanked everyone for their attendance and continued support and duly closed the meeting at 9.45pm.	