

Buckshaw Village Community Association

(Executive Committee Meeting)

Minutes of the meeting held on 28th April 2011 from 8pm at 1 Mayflower Crescent,

Apologises: Karen Makin, Sophie Cunliffe

1. Welcome & Apologises

Resolved:

Stuart Knowles – Meeting Chair,

Mark Jarnell – Meeting Secretary,

2. Minutes of Last Committee Meeting

Resolved – No report was submitted

3. Chairs Report

Resolved – No report was submitted

4. Vice-Chairs Report

Resolved – No report was submitted

5. Treasurer's Report

Resolved – No report was submitted

a) Charity Commission Update

Resolved – No report was submitted

6. Secretary's Report

Resolved – Members were talked through the new member paperwork which needs to be completed as soon as possible in preparation for the Association becoming a registered Charity.

a) Vacant Support Roles

- Buckshaw PACT Reporter
- BVMCL Partnership Reporter
- South Ribble Council – East Area Forum Reporter

- Webmaster/ Website Editor
- Leaflet Revenue Officer
- Leaflet Designer

Members discussed the above vacant support roles and the following actions were taken.

Webmaster/ Website Editor:

An ICT Team was formed with the responsibility of managing the Associations I.T infrastructure as well as the Buckshaw.org website:

Members are: Craig, Gary, Neil, Peter and Stuart

A meeting is to be arranged as soon and the team will report back to the Secretary once this has been arranged.

Leaflet Designer:

A leaflet Design Team was formed.

Members are: Craig, Gary and Brian

Leaflet Revenue Officer:

This role is still vacant and will for the moment be filled by the Senior Executive Team

Buckshaw PACT Reporter:

A PACT Team was formed:

Members are: Jamie, Mark and Brian

BVMCL Partnership Reporter:

Further information regarding the date and time of this meeting is needed before the vacancy can be filled.

South Ribble Council – East Area Forum Reporter:

This role is still vacant and will for the moment be filled by the Senior Executive Team

7. Reports from Representatives on outside bodies

- a) PACT Meetings

Resolved – Full report was given on the recent PACT Meeting which was attended by Mark Jarnell & Brian Hann

b) Euxton Parish Council

Resolved – No report was submitted

c) Whittle-le-Woods Parish Council

Resolved – No report was submitted

d) South Ribble Council – East Area Forum

Resolved – No report was submitted

8. Events Report

a) Farmers Market – 5th June

Ongoing –

Kaye gave Members a full update on the progress of the planning of the Farmers Market on 5th June.

The following actions were taken:

All:

A new Greengrocer is needed and Members were asked if they had any contact details for one then they should be forwarded to Kaye ASAP

Members were asked to confirm whether they are able to attend the event setup on the evening of Saturday 4th June and whether they will be available on site on Sunday 5th June and to let Kaye know ASAP.

Members were also asked if they could confirm whether they would be able to commit to the leaflet drop of Buckshaw properties from 20th May and let Dave or Mark know ASAP.

Jamie:

Is to look into the costs of new and replacement signs and banners and to feedback to Kaye. Jamie is also going to look into finding a new contact for BBC Radio Lancashire.

Mark:

Is to contact the local media groups regarding the event promotion.

Jeni:

Is to speak to Chorley Council and confirm that we have obtained the correct licences for the event and update the Health & Safety site plan and purchase new equipment where needed.

Senior Executive Team:

The team are to look into the stall holder charging structure and feedback to the Executive Committee, following changes to the overhead costs of the event.

b) Residents Meeting – 6th September

Ongoing – Event has not entered into the planning stages yet.

9. AOB

Eden Park Development:

Brian advised that following resident feedback surrounding proposed warehousing developments close to the Barratt Discovery Development and on land opposite Trinity Buckshaw Primary, the BVCA together with Eden Parks are planning a special meeting with local residents from the affected area to discuss concerns and problems.

No date and time have been arranged at this time for the meeting but a selected leaflet drop will be needed once these details have been confirmed.

Buckshaw.org -Email Addresses:

Stuart advises that anyone who wanted to have a dedicated Buckshaw.org webmail account should contact him to have one setup.

Press Office:

Brian advised Members that all media requests regarding BVCA activities and comments should be directed via the Secretary. Members were advised that as individuals they can comment on reports but not on behalf of the Association.

Buckshaw Broadband Campaign:

Brian advised that there have been a number of approaches from companies regarding providing higher speed broadband to the village. It was decided that interested parties would be offered the opportunity to speak at the next residents meeting and present to residents their products. Mark was advised to obtain a full update from Openreach in time for this meeting.

The Chair declared the meeting closed