

Minutes of CAWS Annual General Meeting – Tuesday 21 June 2022

The Community Action: Whitley & Shaw (CAWS) Annual General Meeting 2022 was held at Shaw CofE school, commencing at 1900hrs

1. Welcome / Apologies:

- Pippa Richardson (Chair) welcomed 12 other attendees (Pippa Richardson, Peter Richardson, Peter Harrison, Joan Boorer, Lesley Sibbald, Mike Booth, Dan Pike, Ange Ferris, Nick Adsett, Alison Candlin, Ann and Bill Harrison, Maureen Hibbot.
- Apologies had been received from Mary Pile and Kirsty Jamieson

2. Officer reports:

2..1. Chair:

- Pippa explained that CAWS has had a very busy year working hard to engage with our local communities. To this end the constitution had been reviewed to increase community engagement and extend the reach of some of our community-based projects. Pippa reported that Richard and Elizabeth Bean stepped down from their role as Speedwatch coordinators. CAWS is incredibly grateful to Richard and Elizabeth who have been actively involved in the programme for over 10 years. Pippa welcomed Kirsty Jamieson as the new coordinator.
- Regarding planning issues, Pippa was pleased to see that the recently published Melksham Neighbourhood Plan had included some of CAWS' comments for consideration. She also explained that CAWS had been active in encouraging residents to comment, particularly on the nomination of Open Green Spaces. CAWS also represented residents' views regarding development in First Lane in Whitley, the Local Plan, and the proposed bypass. Regarding the proposed bypass, CAWS remains very concerned about the increase in the volume of vehicles in the area, and the increase of speeding traffic, despite the sterling efforts of the Speedwatch team.
- On other CAWS activities Pippa reported that the Phone Box Library on Top Lane remains very popular, especially during periods of Covid restrictions and that options for the Phone Box on Corsham Road (opposite the school) are still being considered. One successful litter pick had been undertaken in April; another is planned for September. She then explained that CAWS is sponsoring a new project on upgrading Broadband across the villages, led by Dan Pike.
- Pippa congratulated everyone involved in making the recent Jubilee Fair such a huge achievement. It had taken 9 months of planning and, for a while was at risk of being a complete washout but turned out to be a magnificent success with excellent attendance, fantastic feedback, and raised over £4,500 for community projects.
- Finally, Pippa explained that she had been honoured and proud to be Chair of CAWS but due to other commitments would be stepping down. She thanked everyone for their support over the last 12 months.
- **A full copy of the Chair report is attached.**

2..2. Treasurer:

- Joan provided the following update: On 1st January the opening balance was £6,132, broken down as follows: CAWS - £3,517, CEG - £277, Recreation Fund - £2,338.

- During the year receipts included a grant from Melksham Without Parish Council of £160 awarded to the CEG and £40 from PAFOS for hire of the marquee for their event on 11th September.
- Payments included £2,338 from the Recreation Fund to MWPC towards new play/gym equipment installed at The Beeches, £292 for insurance renewal, £60 to Roger Hatherall for auditing the 2020 accounts.
- The closing balances on 31st December 2021 was CAWS - £3,205, CEG - £437, Recreation Fund £0. The accounts had been audited by Roger Hatherall.
- In August 2021 the CAWS bank account with NatWest Bank had been closed, a new one opened with Lloyds Bank

2..3. Secretary:

- Lesley gave a brief overview of her role which, in addition to preparing agendas and notes of meetings including keeping committee members up to speed with changes likely to affect our villages, regarding Council deliberations, planning proposals, environmental decisions and roadworks. She also maintains regular liaison with MWPC especially on Parish steward issues & clearance of dog mess.
- The secretary's workload is normally light, around 8-10 messages per week, but this ramps up prior to events. Approximately 200 completed email exchanges (involving multiple recipients) had been filed in the CAWS email folders. Lesley finished by saying that, after 5 years as secretary she would be very happy to hand over or train someone to succeed her but if not would continue for a further year.

3. Reports on other CAWS Activities June 2021 – June 2022)

3..1. Jubilee Fete

- Peter Richardson provided a short review of the key numbers, objectives, and feedback from the Jubilee fete, which was seen as a fantastic success. Unfortunately, IT connectivity issues prevented him from showing the short presentation, **a copy of which is attached for information**. Peter finished by thanking everyone who assisted in the preparation and running of the fete and those who attended.

3..2. Phone Box library

- Maureen reported that she had checked and rearranged the telephone box and hopes to write an item for the Connect magazine encouraging children to use the facility during the summer holidays.
- Litter picks. Covered under Chair report.
- Speedwatch. Covered under Chair report.
- Community Emergency Group
- Peter Harrison reported that the bi-monthly meeting of the Emergency Response Group (ERG) was held in Spindles Café on the 7th June. Mary Pile and Teresa Strange were also in attendance.
- Monitoring: following a walk of the high-risk areas by the team, the drainage ditches were being kept clear. Discussions also centred on the resilience of existing facilities, what facilities could be shared (Reading rooms/Shaw Village Hall) in the event of a total power outage and what, given a limited budget, could be acquired to further improve support offered to the community, especially the vulnerable. These discussions also identified the

need to review equipment holdings and arrange a maintenance day. The next meeting is scheduled for 9th August.

- An emergency equipment maintenance day was held on Tuesday 14th June in which batteries were checked/charged, generators and pumps started. A debriefing in the Pear Tree included rationalisation of redundant equipment.
- Peter concluded with a plea for more volunteers to join the team. He also advised that he would be stepping down from the CAWS committee but would continue to help at events. Pippa thanks him and said that Jonathan Rumens would be asked to offer a new CEG representative. **Action – Peter Harrison**

3.3. Internet connectivity improvement campaign

- Dan Pike explained that the quality of internet service in and around Whitley and Shaw (W&S) varies greatly. Together with Cllr Phil Alford, he has been exploring options to upgrade the service to the latest technology. FTTP is both faster and more reliable but installing FTTP in every home in the villages is not commercially attractive at today's prices.
- Various subsidies may however be available, which is why companies like Gigaclear and Truespeed may be seen digging trenches and posting leaflets and adverts claiming to be "upgrading our area soon".
- Unfortunately, the arrangement that Wiltshire Council had with Gigaclear fell apart and Truespeed appear to be focusing their efforts elsewhere, so CAWS' attention has shifted to "Project Gigabit" - yet another government scheme, run by another an agency called "Building Digital UK" (BDUK).
- Dan explained that, because of this the team has decided to wait until after August 2022 to find out whether we are to be included in the new scheme. If not, other options will be considered.

4. Election of committee

- 4..1. Pippa explained that the revised constitution required 3 officers and 8 representatives from the various village community groups.
- 4..2. The other committee members present confirmed that they were willing to continue.
- 4..3. Nick Adsett advised that Alex Hunt had expressed an interest in joining the committee. This was agreed.

5. Election of officers

The following officers were elected:

- Chairman – Peter Richardson. Proposed by Lesley Sibbald, seconded by Nick Adsett.
- Treasurer – Joan Boorer. Proposed by Ange Ferris, seconded by Maureen Hibbott.
- Secretary – Lesley Sibbald. Proposed by Pippa Richardson, seconded by Peter Richardson.

6. CAWS Committee meetings – proposed programme for 2022

- Wednesday 27 July
- Remaining meetings to be agreed by new committee

7. Date and venue of next meeting:

- Wednesday 27 July 2022 at 1900, The Head Shed, First Lane. Whitley

8. Constitution:

- Following a review of the CAWS constitution, Peter Richardson suggested the following changes:
 - That the AGM be held in the summer months (rather than February as previously)
 - That the election of new committee members be voted by members at regular meetings and ratified at AGMs.
 - That Speedwatch is re-assigned as a community group

The changes were proposed by Peter Richardson; Seconded by Nick Adsett and approved by the committee.

9. Closure.

9..1. Pippa thanked everyone for attending and confirmed that the identification of how the proceeds from the fete would be best used to benefit the villages would be discussed at the next meeting. The committee thanked Pippa for her support and leadership during her time in the chair.

9..2. The meeting finished at 1940.

Lesley Sibbald,
Secretary
24 June 2022.