

**MINUTES OF THE MEETING OF BURNTWOOD TOWN COUNCIL
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER, BURNTWOOD
ON THURSDAY 28 JANUARY 2016 COMMENCING AT 7.00 P.M.**

PRESENT

Councillor Mrs Stokes (in the Chair)

Councillors Bamborough, Mrs Banevicius, Ms Brettell, Mrs Conolly, Drinkwater, Ennis, Mrs Evans, Miss Fisher, Mrs Fisher (from 7.07 p.m.), Humphreys, Mosson, Mrs Rigby, Stokes, Mrs Tranter, Willis-Croft and Mrs Woodward

In attendance

Mrs M Danby, Town Clerk

Ms J Minor, Administrative Assistant

County Councillor M Tittley

Six members of the public

PUBLIC FORUM

Mr Norman made reference to the Neighbourhood Plan and said he was glad that this was now progressing, however, concerns were raised to the fact that the document was not available on the Town Council's website. Mr Norman asked if the Town Council would not rush the process but take a bit more time and concerns were raised that sixth formers from both of the high schools and businesses should be consulted. The Chairman informed all Members presents and the public that the document was available on the Town Council's website, and had been since 19 January 2016.

Mr Chamberlain raised concerns regarding Greenwood House and stated that he had spoken to Councillor Constable who had said that he would speak to County Councillor Alan White and get back to him. However, no response from Councillor Constable had been received.

Mr Chamberlain made reference to the Neighbourhood Plan and raised concerns that the Plan does not have any administration mechanism and that the general public and businesses had not been consulted. The Plan should involve the wider community.

Mr Chamberlain raised concerns regarding the consort's badge of office and felt that this was unnecessary.

Councillor Mosson thanked Mr Norman for his comments which would be taken on board. Councillor Mosson said that the consort's badge of office was on the agenda and would be discussed in due course.

Councillor Drinkwater stated that with regard to Greenwood House, he was not in a position to divulge anything at the moment, however, things were moving on in the background.

Councillor Mosson stated that Greenwood House was progressing, however, this was a County issue. Councillor Mosson explained that Councillor Constable had been ill and that he could only apologise for a non response, however, once Councillor Constable had recovered a response would be forthcoming.

PRAYERS

The Chairman asked Members to take a moment for silent reflection, however, Councillor Mrs Evans suggested that 'A Prayer for the People of Burntwood' which had been read at the Chairman's combined Civic/Carol Service in December was appropriate if Members were in agreement.

A Prayer for the People of Burntwood was read by Councillor Mrs Evans.

93. APOLOGIES FOR ABSENCE

Councillors Mrs Constable, Constable, Pullen, Mrs Pullen and Mrs Shingler.

94. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Mrs Woodward declared an interest in Agenda Item 18 - schedule of payments, as she is a steward of Chase Terrace Methodist Church.

Councillor Mrs Evans declared an interest in Agenda Item 18 - schedule of payments, as she is a steward of Chase Terrace Methodist Church.

Councillor Drinkwater declared an interest in Agenda Item 13 - proposal to rename the Old Mining College Centre to "The Town Hall", as his wife is a user of the centre.

95. MINUTES: TOWN COUNCIL

Members asked that in future, full addresses be not included in the Minutes for the members of the public.

Members made reference to Minute No. 81 - Minutes: Neighbourhood Plan Committee and asked for clarification on membership, adding that it was felt that the words "..... has a lot of experienced Members" was not very accurate.

Members made reference to Minute No. 86 - Members Questions and felt that even though the Minute was not inaccurate they were certainly misleading. Members were informed that the Minute was not misleading and since taking over the administration, initiatives had moved on and were progressing.

Members asked for clarification on the Police presence at the Old Mining College Centre. Members were informed that an offer of a room at the Old Mining College Centre had been made to the Police but this had been declined. Members were informed that the Police would be relocating to the Fire Station, however, the Police would be holding meetings for the public in the Small Meeting Room available at the Old Mining College Centre on an irregular basis.

Members stated that "a community project for St Matthews" was not a Town Council project.

Councillor Mrs Banevicius confirmed that she had received an apology from the Leader.

RESOLVED That the Minutes of the Meeting of the Town Council held on 10 December 2015 (Minute Nos. 75 - 92) be received and where necessary approved and adopted.

96. CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that she had been very busy leading up to her combined Civic/Carol Service and thanked everyone who had attended. The Chairman confirmed that St John's Community Church did not charge for its use and had very generously let all the monies collected go to her chosen charities, instead of the usual 50/50 split.

The Chairman stated that January was usually quiet, however, her Charity Night at St Matthews Sports and Social Club on 27 February featuring The Beatless, was her next event and asked if Members who had not brought tickets or could not attend, could give a donation which would be gratefully received. The Chairman appealed for raffle prizes and asked that these could be taken into the Town Council's offices.

The Chairman informed Members of the official opening of the Old Mining College Centre and confirmed that the Wakes would be coming "home" this summer.

97. MINUTES: PERSONNEL COMMITTEE

RESOLVED That the Minutes of the Meetings of the Personnel Committee held on 07 December 2015 (Minute Nos. 21 - 27) and 04 January 2016 (Minute Nos. 28 - 31) be received and where necessary approved and adopted.

98. MINUTES: PLANNING COMMITTEE

RESOLVED That the Minutes of the Meetings of the Planning Committee held on 10 December 2015 (Minute Nos. 56 - 60) and 07 January 2016 (Minute Nos. 61 - 64) be received and where necessary approved and adopted.

99. NOTES: BURNTWOOD IN BLOOM COMMITTEE

Members asked for clarification regarding the planters on the Cannock Road, Chase Terrace and whether planning permission would be needed for the wooden planters which will be provided for each participating school in the Burntwood in Bloom competition. The Town Clerk informed Members that the wooden planters would be situated on school premises and that she had informed the Managing Director of the company concerned regarding the planters on the Cannock Road and had advised him to gain advice from the County Council and Lichfield District Council.

RESOLVED That the Notes of the Meeting of the Burntwood in Bloom Committee held on 04 January 2016 (Note Nos. 12 - 15) be received and where necessary approved and adopted.

100. MINUTES: BURIAL GROUNDS COMMITTEE

RESOLVED That the Minutes of the Meeting of the Burial Grounds Committee held on 07 January 2016 (Note Nos. 5 - 12) be deferred to the next meeting of the Town Council.

101. NOTES: BURNTWOOD WAKES FESTIVAL TASK AND FINISH GROUP

Members raised concerns as to the planned events and costings. Members were informed that in previous years the event had relied on a fair amount of sponsorship and that there was only a proposed £20,000 budget for the 2016 Festival. Members queried the size of the football pitches at the Leisure Centre and asked if these would be adequate. Members were informed that there was a couple of sponsors on board and that the budget would not be exceeded. Members were asked to pass any ideas they might have for the Festival to a member of the Task & Finish Group for consideration. Members pointed out that "satisfactory agreement" with the landowner was also required for the Push Kart Derby at Sankeys Corner.

RESOLVED That the Notes of the Meeting of the Burntwood Wakes Festival Task and Finish Group held on 14 January 2016 (Note Nos. 1 - 7) be received and where necessary approved and adopted.

102. MINUTES: POLICY AND RESOURCES COMMITTEE

Members made reference to Minute No. 44 - Burntwood Town Website and asked that a six month notification period be given in future on all contracts in order that they can be looked at properly before the expiry of the contract.

Members felt that the Burntwood Town website lacked accurate information, one example being the local churches.

Members made reference to Minute No. 45 - Chains of Office and asked how many other Parish Councils had a badge of office for the Consort and asked if engraving of the chain could be kept within Burntwood. Members were informed that an approach had been made to a local jewellers but this had not proved fruitful, they were also informed that the Chairman's Chain of Office had been engraved by a Burntwood business.

Members were informed that the Consort's role was to support the Chairman and that these duties were done for no payment and should be represented in a professional/formal manner. Members were informed that the badge of office was a one-off payment and that the badge would last for years and represented good value for money. Members were reminded that the previous administration had spent £6,000 for social media.

A named vote was called on the following proposal:

That a Consort's Badge of Office (Option B) on a neck chain be purchased from M A Sheldon, Jeweller (Lichfield) at a cost of approximately £530.

FOR

Councillor Bamborough
Councillor Ms Brettell
Councillor Mrs Conolly
Councillor Miss Fisher
Councillor Mrs Fisher
Councillor Humphreys
Councillor Mosson
Councillor Mrs Rigby
Councillor Stokes
Councillor Mrs Stokes
Councillor Mrs Tranter

AGAINST

Councillor Mrs Banevicius
Councillor Drinkwater
Councillor Ennis
Councillor Mrs Evans
Councillor Willis-Croft
Councillor Mrs Woodward

The vote was carried.

RESOLVED THAT:

- a) The Minutes of the Meeting of the Policy and Resources Committee held on 18 January 2016 (Minute Nos. 39 – 51) be received and where necessary approved and adopted.
- b) A Consort's Badge of Office on a neck chain be purchased from M A Sheldon, Jeweller (Lichfield) at a cost of approximately £530.
- c) The amendments to the Town Council's Financial Regulations be agreed and adopted.

103. MEMBERS QUESTIONS

There was no Members questions.

104. MEMBER'S QUESTION RE BURNTWOOD SHOPPING CENTRE (Minute No. 86.2 refers)

Councillor Ennis suggested there was no need for the question to be answered as he had been updated by his Group Leader on this subject. To clarify, the Leader of the Council stated that having spoken to the lead officer at LDC on the subject, things were positive and progressing well and he hoped to share further information at future meetings.

105. PROPOSAL TO RENAME THE OLD MINING COLLEGE CENTRE TO "THE TOWN HALL"

Members felt that it was wrong to get rid of the old name and that the public would not thank the Town Council for this and that local history/heritage should not be forgotten. Members were informed that the history and heritage would not be forgotten and that this would be reflected in a plaque. Members felt that consideration should be given to the businesses who lease the building and that they should be consulted.

RESOLVED That the businesses who lease Units in the building and the user groups be consulted on the proposed renaming of the Old Mining College Centre to The Town Hall.

106. FEES AND CHARGES 2016/17 (DRAFT)

RESOLVED That the Old Mining College Centre Fees and Charges 2016/17 and the Burntwood Cemetery Fees and Charges 2016/17 be approved.

107. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED That under the Public Bodies (Admissions to Meeting) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

108. PROPOSED TRANSFER OF BURNTWOOD PARKS AND OPEN SPACES FROM LICHFIELD DISTRICT COUNCIL TO BURNTWOOD TOWN COUNCIL

RESOLVED That the Town Council defer any decision on the proposed transfer of Burntwood Parks and Open Spaces from Lichfield District Council to Burntwood Town Council for a period of 12 months.

RESOLVED THAT STANDING ORDERS BE REINSTATED AND THE PUBLIC AND PRESS PERMITTED TO RETURN TO THE MEETING.

109. 2016/17 BUDGET (DRAFT)

RESOLVED That the 2016/17 Budget (draft) be deferred to a Special Meeting of the Town Council to be held on Friday 05 February 2016.

110. 2016/17 PRECEPT

RESOLVED That the 2016/17 Precept be deferred to a Special Meeting of the Town Council to be held on Friday 05 February 2016.

111. FORECAST 2015/16 EARMARKED RESERVES

RESOLVED That the Forecast 2015/16 Earmarked Reserves be deferred to a Special Meeting of the Town Council to be held on Friday 05 February 2016.

112. SCHEDULE OF PAYMENTS MADE BETWEEN 01 DECEMBER 2015 - 15 JANUARY 2016 INCLUSIVE

Members made reference to the Christmas Festival and asked if the funding had come out of the General Reserves. Members were informed that the funding had come from an underspend on the Christmas Trees/Lighting and Community Projects Cost Centres.

RESOLVED That the Schedule of Payments totalling £70,490.85 made between 01 December 2015 and 15 January 2016 inclusive be received and noted.

113. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED That under the Public Bodies (Admissions to Meeting) Act 1960 (Section 2) (and as expended by Section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

114. CONFIDENTIAL MINUTES: PERSONNEL COMMITTEE

RESOLVED That the Confidential Minutes of the Meetings of the Personnel Committee held on 07 December 2015 (Minute Nos. 25 - 27) and 04 January 2016 (Minute Nos. 31 - 34) be received and where necessary approved and adopted.

115. CONFIDENTIAL MINUTES: TOWN COUNCIL

RESOLVED That the Confidential Minutes of the Meetings of the Town Council held on 10 November 2015 (Minute Nos. 69 - 74) and 10 December 2015 (Minute Nos. 89 - 92) be received and where necessary approved and adopted.

(The Meeting closed at 8.35 p.m.)

Signed

Date