

MINUTES OF THE MEETING OF BURNTWOOD TOWN COUNCIL
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER
ON THURSDAY 17 JULY 2014 COMMENCING AT 7.00 P.M.

PRESENT

Councillor Mrs Banevicius (in the Chair)
Councillors Bradbury, Ms Brettell, Brown, Campbell, Constable, Mrs Evans, Isaacs, James, Norman, Mrs Rigby, Taylor, Mrs Tranter, Willis-Croft and Mrs Woodward.

In attendance

Mrs M Danby, Town Clerk
Ms J Minor, Administrative Assistant
S Lightfoot, Implementation Officer
5 members of the public

PUBLIC FORUM

Mrs P Palmer, Thistledown Avenue

Mrs Palmer reminded Members that she had raised concerns relating to parking problems in Thistledown Avenue at the May 2014 meeting but had heard nothing from Staffordshire County Council. Councillor Norman stated that he had requested a Freedom of Information request and would share this information with Mrs Palmer.

STEPHEN LIGHTFOOT

Mr Lightfoot introduced himself to Members and explained the work he will be undertaking on behalf of the Town Council in the role of Implementation Officer: Burntwood Town Strategy and as Interim Clerk when he will be covering for the Town Clerk's sick leave. Mr Lightfoot stated that it was his intention to 'move things forward and make it happen' and would welcome Members' ideas and involvement. Councillor Mrs Woodward asked if Mr Lightfoot had been furnished with an email address. The Town Clerk confirmed that it would be the townclerk@burntwood-tc.gov.uk email address. Councillor Norman stated that involving the Burntwood Business Crew in the Burntwood Town Strategy would be a good idea.

PRAYERS

Prayers were led by Councillor Mrs Evans.

26. APOLOGIES FOR ABSENCE

Councillors Drinkwater, Mrs Fisher, Heath, Humphreys, Mosson, Mrs Stokes and Walker MBE.

27. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

28. MINUTES

RESOLVED That Minutes of the Meeting of the Town Council held on 08 May 2014 (Minute Nos. 1 - 25) be received and approved as a correct record subject to the following amendment:

Minute No. 18 - Commemoration of World War I 1914-1918 (b)

That the words 'Chase View Park' be amended to read Chaseview Park.

29. CHAIRMAN'S ANNOUNCEMENTS

Councillor Mrs Banevicius stated that the Heart of England in Bloom judging had taken place this week.

Councillor Mrs Banevicius congratulated Councillor Constable on his 60th Wedding Anniversary.

Councillor Mrs Banevicius stated that she hoped to see Members attendance at the Wakes Weekend.

Councillor Mrs Banevicius offered the Town Council's best wishes to the Town Clerk for a speedy recovery after her operation.

30. PLANNING COMMITTEE

Councillor Mrs Woodward stated that following Sergeant Caroline Bailey's attendance at the 05 June Planning Committee Meeting regarding parking and anti-social behaviour issues, she had received an email indicating the number of parking notices issued in Burntwood and it appears that Burntwood does not get its fair share of Enforcement Officers.

RESOLVED THAT

- a) The Minutes of the Meetings of the Planning Committee held on 08 May 2014 (Minute Nos. 1 - 5), 05 June 2014 (Minute Nos. 6 - 12) and 24 June 2014 (Minute nos. 13 - 17) be received and where necessary approved and adopted.
- b) A Civil Enforcement Officer be asked to attend a future meeting of the Planning Committee to confirm what hours Civil Enforcement Officers are allocated within the District especially Burntwood.

31. BURNTWOOD WAKES COMMITTEE

RESOLVED That the Minutes of the Meeting of the Burntwood Wakes Committee held on 19 June 2014 (Minute Nos. 1 - 5) be received and where necessary approved and adopted.

32. POLICY AND RESOURCES COMMITTEE

RESOLVED That the Minutes of the Meeting of the Policy and Resources Committee held on 19 June 2014 (Minute Nos. 1 - 14) be received and where necessary approved and adopted.

33. BURNTWOOD IN BLOOM COMMITTEE

The Town Clerk confirmed that there had been entries from 36 addresses (which equates to 70 entries) this year for the Burntwood in Bloom competition. The Town Clerk stated that the results of the Heart of England in Bloom competition would be announced on 11 September and confirmed that the same route is used year on year so that the judges can see if any improvements have been made.

RESOLVED That the Minutes of the Meeting of the Burntwood in Bloom Committee held on 23 June 2014 (Minute Nos. 1 - 5) be received and where necessary approved and adopted.

34. BURNTWOOD NEIGHBOURHOOD PLAN COMMITTEE

Councillor Isaacs stated that there was a real need by the Town Council to move this on very quickly. Councillor Norman confirmed that a 'Progress Report' would be included on each Agenda. The Town Clerk confirmed that more information relating to free planning consultancy would be known shortly from Locality.

RESOLVED That the Minutes of the Meeting of the Burntwood Neighbourhood Plan Committee held on 23 June 2014 (Minute Nos. 1 - 9) be received and where necessary approved and adopted.

35. BURIAL GROUNDS COMMITTEE

RESOLVED That the Minutes of the Meeting of the Burial Grounds Committee held on 24 June 2014 (Minute Nos. 1 - 8) be received and where necessary approved and adopted.

36. MEMBERS QUESTIONS

None raised.

**37. THE LOCAL GOVERNMENT BOUNDARY COMMISSION:
ELECTORAL REVIEW OF LICHFIELD: DRAFT RECOMMENDATIONS**

RESOLVED That the Town Council makes a submission on the Commission's draft recommendations, however, the submission to be purely based on Burntwood.

38. BURNTWOOD HEALTH CENTRES

Councillor Mrs Evans said that it had been a devastating blow for Burntwood to hear that the proposed new Health Centre at the Leisure Centre had not been allocated funding.

Councillor Mrs Evans stated that with the current A&E facilities under threat a new Health Centre on the Leisure Centre site was vital for Burntwood and stated that the current temporary Health and Wellbeing Centre has 3,000 patients on their books and there was an anticipated 374 more houses being built in Burntwood and the temporary permission has only been extended by Lichfield District Council for three years.

Councillor Mrs Evans stated that the MP, Mr Fabricant, had failed to support the issue until it was too late.

Councillor Mrs Evans confirmed that there was currently over 400 signatures on the petition in the office, however, Members were encouraged to get as many signatures as possible.

Councillor Mrs Woodward stated that it was simply not right for Burntwood and that the Secretary of State, the RT Hon Jeremy Hunt MP needed to review the situation.

Councillor Norman stated that he was in contact with the NHS England and was finding out why three out of the six health practices had pulled out. Councillor Norman confirmed that there was no correspondence whatsoever from Mr Fabricant MP.

Councillor Mrs Woodward confirmed that Mr Fabricant MP had asked only one parliamentary question after the decision had been announced.

Councillor Constable confirmed that he had attended a meeting recently relating to reduction in services. Councillor Mrs Tranter stated that she had received a message that tenants at the 'Half Way House' on St Matthews Road had been given notice to quit with only nine weeks' notice.

Councillor Isaacs stated that a reduction in funding for the most vulnerable in the community was proposed.

Councillor Taylor confirmed that CAF/CASS had now been reduced to a coffee morning instead of lunch and the Oakdene Day Centre had had furniture removed.

39. BURNTWOOD TOWN COUNCIL/BURNTWOOD ACTION GROUP: MEETING

Councillor Constable pointed out that there was no representative on the Committee from the Minority Group. Councillor Mrs Evans confirmed that, upon the request of Councillor Mrs Fisher, Councillor Constable was in fact that said representative.

RESOLVED That the Notes of the Meeting of the Burntwood Town Council/Burntwood Action Group Meeting held on 27 May 2014 (Minute Nos. 1 - 5) be received and noted.

40. IMPLEMENTATION OFFICER: BURNTWOOD TOWN STRATEGY

Councillor Campbell welcomed Mr Lightfoot to the Town Council and stated that he would be working hard to move the Town Strategy forward.

41. STEPHEN SUTTON MBE

Councillor Mrs Evans stated that it was vital that the Town Council treats this issue in a sensitive way and that ideas from the community or Councillors should be submitted to the Town Council and then the views of Mrs Sutton would be sought before the September Town Council meeting.

Councillor Mrs Evans stated that many functions/events were still taking place to raise money for the Teenage Cancer Trust in memory of Stephen. The number of yellow ribbons still evident in Burntwood showed how Stephen had brought the community together and we need to retain this community spirit.

RESOLVED That the suggestions, following consultation with Jane Sutton, be placed on the September Town Council Agenda.

42. NAMING A TRAFFIC ISLAND

Councillor Mrs Evans informed Members that Lichfield District Council had no view on the naming of traffic island and once named would just update the map accordingly. It was considered sensible to consult with Staffordshire County Council.

RESOLVED That the Town Council looks at the process of naming all of the traffic islands.

43. SCHEDULE OF PAYMENTS MADE BETWEEN 08 MAY AND 08 JULY 2014 INCLUSIVE

RESOLVED That the Schedule of Payments totalling £44,739.63 made between 08 May and 08 July 2014 inclusive be received and noted.

44. 2014/15 BUDGET AS AT 30 JUNE 2014

RESOLVED That the 2014/15 budget as at 30 June 2014 be approved and adopted.

45. LOCAL GOVERNMENT PENSION SCHEME - DISCRETIONS POLICY

RESOLVED That the Town Council adopts the recommendations in the Local Government Pension Scheme – Discretions Policy.

46. APPOINTMENT OF INTERNAL AUDITOR FOR THE 2014/15 FINANCIAL YEAR

RESOLVED That the appointment of Mrs Hannah Knowles, as Internal Auditor be approved and adopted.

47. 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.

48. CONFIDENTIAL MINUTES: PERSONNEL COMMITTEE

RESOLVED That the Confidential Minutes of the Meeting of the Personnel Committee held on 02 June 2014 (Minute Nos. 1 – 5) be received and where necessary approved and adopted.

49. CONFIDENTIAL MINUTES: BURIAL GROUNDS COMMITTEE

RESOLVED That the Confidential Minutes of the Meeting of the Burial Grounds Committee held on 24 June 2014 (Minute No. 8) be received and where necessary approved and adopted.

50. APPOINTMENT OF INDEPENDENT HR ADVISOR

The Chairman advised Members that a twelve month Health Check Plan covering all aspects of human resources for Burntwood Town Council, excluding Tribunal Work had been entered into with Keelys, Solicitors.

51. CONFIDENTIAL NOTES: BURNTWOOD TOWN COUNCIL AND THE BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION

RESOLVED That the Confidential Notes of a meeting of representatives from Burntwood Town Council and the Burntwood Memorial Community Association held on 27 May 2014 (Minute No. 15) be received and noted.

(The Meeting closed at 8.05 p.m.)

Signed

Date