



# **BURNTWOOD TOWN COUNCIL**

## **ANNUAL REPORT 2008/09**



**Burntwood Town Council, Unit 1, Lambourne House, Bridge Cross Road,  
Burntwood WS7 2BX**

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## 1. CHAIRMAN'S REPORT

Welcome to Burntwood Town Council's Annual Report.

Following my election in May 2008 I was looking forward to meeting the people and organisations in Burntwood. This was not to be, from June until December I was in Good Hope Hospital, Sutton Coldfield and the Dr Samuel Johnson Community Hospital, Lichfield, following two major operations and then I caught a bug which laid me low. As I said in my Christmas message, I pay tribute to all the staff at both these hospitals for looking after me during this time. I thank the Vice-Chairman Councillor Kenneth Humphreys for his support. I am most grateful.

I was home for the well supported Annual Carol Service which was held at Chasetown Methodist Church and in March I was able to share in the Civic Service, which was again held at Chasetown Methodist Church. The theme of the Civic Service was young people. The Civic Service was also well supported and was followed by a Civic Reception at Chasetown FC's Scholars ground.

During the year the Town Council obtained Quality Status and the certificate was presented at the July Town Council meeting by Viv Evans, Chief Executive Officer of the Staffordshire Parish Councils' Association. Mrs Evans said that our application portfolio had been outstanding and was a benchmark for other local councils to attain.

The Town Council relaunched the Burntwood in Bloom Competition in 2008. The competition was well supported and details of the 2009 competition have recently been announced.

The Town Council launched a new and exciting website in March 2009 which contains lots of information about Burntwood and the Town Council.

My charities for the year were the Burntwood Live at Home Scheme and the Leukemia Research Fund. Thanks to the generosity of prize givers, donors and ticket buyers £940 has been raised to be shared between the two charities.

During the year Councillor Susan Woodward resigned after being an elected Member since 1993 and we were saddened by the passing away suddenly of Councillor Ian Crossland – we think of his wife, Meg, at this time.

Finally, I would like to thank the Town Clerk, Mary Danby, for keeping me on a straight path and the Chairman's Secretary, Jayne Minor, for looking after my diary and the whole of the staff at Burntwood Town Council.

I close this report with praise on my lips for my Chaplain, the Rev Christopher Parkes for his help and support, and my family who have been a tower of strength.

I wish the incoming Chairman every blessing.

Councillor John Walker MBE  
Chairman, Burntwood Town Council  
2008-2009

## 2. TOWN COUNCILLORS

The Town Councillors and the Wards they represent are:

Councillor Paul Atkins	Chasetown
Councillor Richard Bamborough	Chase Terrace
Councillor Ron Bradbury	Chasetown
Councillor Bernard Brown	Summerfield
Councillor Rod Campbell	Boney Hay
Councillor Brenda Constable	All Saints
Councillor Doug Constable	Highfield
Vacancy	Central
Councillor John Emery	Chasetown
Councillor Anthony Overall	All Saints
Councillor Helen Fisher	All Saints
Councillor Dr Bill Hassell	Highfield
Councillor Russell Heath	Boney Hay
Councillor Maureen Holt	Highfield
Councillor Ken Humphreys	Central
Councillor Maureen Humphreys	Chase Terrace
Councillor Don Isaacs	Summerfield
Councillor Steve Norman	Summerfield
Councillor Brenda Rigby	Central
Councillor Stephen Tranter	Chase Terrace
Councillor John Walker MBE	Chase Terrace
Vacancy	Boney Hay

## 3. COMMITTEES

The Town Council had the following Committees and Sub-Committees:

Best Value Committee (Chairman: Councillor Steve Norman)  
Burial Grounds Sub-Committee (Chairman: Councillor Ken Humphreys)  
Burntwood Wakes Committee (Chairman: Councillor Helen Fisher)  
Grant Aid Committee (Chairman: Councillor Rod Campbell)  
Grants Sub-Committee (Chairman: Councillor Rod Campbell)  
Personnel Committee (Chairman: Councillor John Walker MBE)  
Planning Applications Committee (Chairman: Councillor Stephen Tranter)

The calendar of meetings is displayed at the Town Council's office and can be downloaded on our website. Notices of meetings are displayed at the Town Council's office, Burntwood Library and notice boards at local churches.

There is a Public Forum session at the beginning of every Town Council meeting where members of the public are able to address Councillors.

#### 4. ADMINISTRATION

**Town Clerk:** Mary Danby BA (Hons) MILCM (Full-Time)

**Finance Officer:** Brian Cooper (Part-Time)

**Administrative Assistant/Chairman's Secretary:** Jayne Minor (Part-Time)

**Administrative Assistant:** Julie Bayley (Part-Time)

**Relief Administrative Assistant:** Lydia Brown (Part-Time)

#### 5. FINANCE

A summary of the Town Council's income and expenditure for the year is attached at Appendix A.

#### 6. PUBLICITY

The public and local press are invited to attend all meetings of the Council. Meetings are notified on Church notice boards, Burntwood Library and at the Council's office.

The Town launched its website ([www.burntwood-tc.gov.uk](http://www.burntwood-tc.gov.uk)) on 23 March 2009.

A quarterly Newsletter is also published which is circulated to local schools, Doctor's Surgeries, Churches Burntwood Library and many other locations around the town. The Newsletter may also be viewed (and downloaded) from our website.

The Town Council accepted an invitation to have an information stand publicising the work of the Council at the Forward Action Burntwood (FAB Burntwood) Oakdene Summer Fete on 29 August 2008.

#### 7. GRANT AID

The Council operates an annual Grant Aid Scheme and invites local organisations to apply for contributory funding.

The following organisations were awarded grants during the year:

	<b>Organisation</b>	<b>Grant Awarded</b>
1	Age Concern South Staffordshire	£600
2	British Sugarcraft Guild	£50
3	Burntwood and District CAB	£1,500
4	2 <sup>nd</sup> Burntwood Boys Brigade	£300
5	Burntwood Family History Group	£100
6	1 <sup>st</sup> Burntwood Girls Brigade	£300
8	Burntwood Init	£200

	<b>Organisation</b>	<b>Grant Awarded</b>
9	Burntwood Live at Home Scheme	£500
10	Burntwood Community Association	£500
11	1 <sup>st</sup> Burntwood Scout Group	£300
12	Burntwood Singers	£50
13	Burntwood Swimming Club	£300
14	Burntwood Town FC	£300
15	Chase Terrace Darby and Joan	£250
16	Chase Terrace Ladies Club	£100
17	Chase Terrace Methodist Church	£300
18	1 <sup>st</sup> Chase Terrace Scout Band	£300
19	Chasetown Darby and Joan Club	£200
21	Chasetown Senior Citizens Lunch Club	£150
22	Cruse Bereavement Care	£100
23	Gateway Club	£250
24	Lichfield Alzheimer's Society	£100
25	Pathway Project	£400
26	Royal British Legion (Burntwood and District Branch)	£150
27	Victim Support	£300
28	Vitalise	£184

## 8. GENERAL

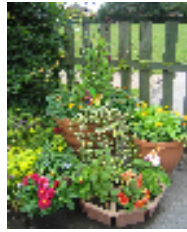
### **Burntwood in Bloom Competition**

The Council successfully relaunched the Burntwood in Bloom Competition in 2008 comprising of eight categories with prizes for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> in each category. The **Burntwood Chase Heritage Group** kindly donated the trophy for the Overall Winner of the Best Rear Garden and Best Front Garden categories and the **Lichfield District Council** kindly donated a trophy for the winner of the Community Project/Premises category. The Competition was judged in mid July, with a very enjoyable Presentation Evening attended by over 60 people in September. **Helianthus**, a local floral designer, kindly agreed to sponsor the Presentation Evening by providing all the floral room decorations and presentation bouquets for the event.

Here is a selection of photographs from our 2008 winners:



Overall Winner:  
Best Front & Rear  
Gardens



Winner:  
Best Community  
Project or Premises



Winner:  
Best Container or Trough

Preparations are well advanced for the 2009 competition and the Town Council welcomes two new sponsors: Staffordshire Police (Chasetown Police Station) and HomeZone Living. Entry Forms can be downloaded from our website ([www.burntwood-tc.gov.uk](http://www.burntwood-tc.gov.uk)); collected in person from our office or requested by telephone, email or letter.

### **Burntwood Cemetery**

The Council operates Burntwood Cemetery, which is located on St Matthew's Road, Burntwood.



Burntwood Cemetery

### **Burntwood Community Development Worker**

The Town Council funds the post of Burntwood Community Development Worker in partnership with HomeZone Living and Lichfield District Council.

### **Burntwood Wakes Festival**

The 2008 Burntwood Wakes Festival was extended to a three day event with the introduction of the "Wakes Unsigned" on the Friday evening. The "Unsigned" evening provided an opportunity for local unsigned bands to perform on a professional stage. The very successful evening was organised by Neon Sound Studios, Burntwood on behalf of the Town Council.



One of the local bands performing at the "Wakes Unsigned" 2008

The now traditional "Family Fun Day" took place on the Saturday afternoon but regrettably the evening "Proms in the Park" had to be cancelled at the last moment due to heavy rain.

Preparations are well advanced for the 2009 event which will see the return of the "Wakes Unsigned" on the evening of Friday 7<sup>th</sup> August (organised on behalf of the Town Council by Neon Sound Studios, Burntwood) and the Family Fun Day on the afternoon of Saturday 8<sup>th</sup> August – both of these events remain free admission. Full details of the entertainment on offer can be found at [www.burntwoodwakes.co.uk](http://www.burntwoodwakes.co.uk)

The "Proms in the Park" on the evening of Saturday 8<sup>th</sup> August and the "60's Summer Festival" on Sunday 9<sup>th</sup> August are being organised by Brian Yeates Associates – details of the programme and ticket information can be found at: [www.burntwoodwakes.co.uk](http://www.burntwoodwakes.co.uk)

### **Civic Functions**

The Town Council's Christmas Service and the Civic Service were held at Chasetown Methodist Church, Queen Street, Chasetown.



Chasetown Methodist Church

The Chairman and Vice-Chairman represented the Town at various engagements throughout the year.

### **Community Transport Scheme and Summer Playschemes**

The Town Council contributed financially to the Community Transport Scheme and Summer Playschemes, both of which are administered by the Lichfield District Council.

## **Consultations**

The Town Council responds to many consultation documents throughout the year, the most notable for 2008 being the Lichfield District Local Development Framework Core Strategy – Preferred Options.

## **Office**

The Town Council's office is located at:

Unit 1, Lambourne House  
Bridge Cross Road  
Burntwood  
WS7 2BX

Telephone: 01543 677166  
Fax: 01543 673474  
Email: [info@burntwood-tc.gov.uk](mailto:info@burntwood-tc.gov.uk)  
[www.burntwood-tc.gov.uk](http://www.burntwood-tc.gov.uk)

The office is open to the public:

9.30 am – 3 pm Monday – Friday (closed Bank Holidays)

## Outside Bodies

The Town Council appointed representatives to the following Outside Bodies:

	<b>Organisation</b>	<b>2008/09 Representative(s)</b>
(1)	BURNTWOOD CAB	Clr Mrs Maureen Holt Clr Don Isaacs
(2)	SOUTH STAFFORDSHIRE NHS PRIMARY CARE TRUST <ul style="list-style-type: none"> <li>▪ SALTERS MEADOW PROJECT BOARD</li> <li>▪ BURNTWOOD DEVELOPMENT GROUP</li> </ul>	Clr Mrs Brenda Rigby Clr Don Isaacs Town Clerk
(3)	BURNTWOOD LIVE AT HOME SCHEME	Clr Mrs Brenda Rigby Clr Ron Bradbury
(4)	BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION	Clr Doug Constable
(5)	BURNTWOOD RFC SPORTS ASSOCIATION COMMITTEE	Clr Paul Atkins
(6)	BURNTWOOD SAFER ROUTES TO SCHOOL STEERING GROUP	Clr Ken Humphreys Clr Mrs Sue Woodward Clr Don Isaacs
(7)	1 <sup>ST</sup> BURNTWOOD SCOUT GROUP	Clr Richard Bamborough
(8)	CADMAN CHARITY	Clr Mrs Maureen Humphreys Clr Dr Bill Hassell Clr John Walker MBE
(9)	CHASETOWN CHAMBER OF TRADE AND COMMERCE	Clr Mrs Helen Fisher
(10)	CAMPAIGN TO PROTECT RURAL ENGLAND	Clr Dr Bill Hassell
(11)	LICHFIELD DISTRICT CRIME PREVENTION PANEL	Clr Ken Humphreys

	<b>Organisation</b>	<b>2008/09 Representative(s)</b>
(12)	LICHFIELD DISTRICT COMMUNITY TRANSPORT ADVISORY GROUP	Cllr Ron Bradbury Town Clerk
(13)	LICHFIELD POLICE CONSULTATIVE COMMITTEE	Cllr Mrs Brenda Constable
(14)	LICHFIELD AND DISTRICT COUNCIL OF VOLUNTARY SERVICE	Cllr Mrs Brenda Constable
(15)	LICHFIELD DISTRICT PARISH FORUM	Cllr Ron Bradbury Cllr Mrs Maureen Humphreys
(16)	POLICE AUTHORITY COMMUNITY CONSULTATION COMMITTEE	Cllr Ian Crossland Cllr Ken Humphreys
(17)	RELATE	Cllr Ron Bradbury
(18)	SAMUEL JOHNSON HOSPITAL LEAGUE OF FRIENDS	Cllr Mrs Maureen Humphreys
(19)	STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION EXECUTIVE COMMITTEE	Cllr Anthony Everall
(20)	STAFFORDSHIRE PARISH COUNCILS' ASSOCIATION - LICHFIELD AREA COMMITTEE	Cllr Mrs Brenda Rigby
(21)	SUSTAINABLE STAFFORDSHIRE (Formerly known as Staffordshire Local Agenda 21)	Cllr Mrs Brenda Rigby
(22)	WALK AND TALK PROJECT STEERING GROUP	Cllr Mrs Helen Fisher
(23)	YOUTH CENTRE MANAGEMENT COMMITTEE	Cllr Richard Bamborough

### **Quality Town Council Status**

The Town Council was accredited as a "Quality Town Council" in June 2008. The accreditation certificate was presented to the Town Council at its meeting on 17 July 2008. The certificate is on permanent display at the Town Council's office.

### **Remembrance Day**

Members participated in the Remembrance Day services held at Burntwood, Chase Terrace and Chasetown.

### **Town Guide and Map**

The Town Council published a revised Town Guide and Map in March 2009 – copies are available free of charge from our office.



## LOOKING FORWARD TO 2009/2010...

- 14 MAY 2009**      **Election of Chairman and Vice-Chairman.**
- 29 JUNE 2009**      **Launch of the 2009/2010 Grant Aid scheme for local groups and organisations whose activities benefit Burntwood residents.**
- 03 JULY 2009**      **Closing date for entries into the 2009 Burntwood in Bloom Competition.**
- 14 JULY 2009**      **Burntwood in Bloom: Judging Day**  
The Judging Panel will be joined by a guest judge: Diana Muir (The Plant Plot, Lichfield and weekly gardening column in the *Lichfield and Burntwood Mercury*).
- 07 AUGUST – 09 AUGUST 2009**  
**Burntwood Wakes Festival at Burntwood Rugby Club:**
- Friday 07 August: “Wakes Unsigned”** – local bands on stage at The Bowl, Burntwood Rugby Club from 6pm – 11pm. **FREE ENTRY.**
- Saturday 08 August: Family Fun Day** from 12 noon – 5pm. **FREE ENTRY.** Come and enjoy the free entertainment on offer for all the family which includes: It's a Knockout; Medieval Archery Display; Cyril the Squirrel; Ice Skating Rink; Climbing Wall, Human Demolition Zone, Laser Clay Pigeon Shot and Inflatable World plus the Community Information Marquee, Craft Fayre and Charities Marquee.
- Brian Yeates Associates are also organising:
- Saturday 08 August: “Proms in the Park” from 7pm – 10pm. Tickets: £18 (Adult), £10 (Child), under 2's free. See [www.burntwoodwakes.co.uk](http://www.burntwoodwakes.co.uk) for more information.
- Sunday 09 August 2009: “60s Summer Festival” from 3pm – 10pm. Tickets: £28 (Adult), £10 (Child), under 2's free. See [www.burntwoodwakes.co.uk](http://www.burntwoodwakes.co.uk) for more information.
- 25 SEPTEMBER 2009** **Burntwood in Bloom: Presentation Evening** (attendance by invitation only).
- 18 OCTOBER 2009**      **Civic Service**
- 11 DECEMBER 2009**      **Civic Carol Service**

## TOWN COUNCILLORS: CONTACT DETAILS

NAME AND ADDRESS	TELEPHONE NUMBER	WARD
<b>ATKINS, Paul</b>	Home: 01543 674504	CHASETOWN (Independent) (Also LDC)
<b>BAMBOROUGH, Richard</b>	Home: 01543 673850	CHASE TERRACE (Conservative) (Also LDC)
<b>BRADBURY, Ronald</b>	Home: 01543 450711	CHASETOWN (Labour)
<b>BROWN, Bernard</b>	Home: 01543 683411	SUMMERFIELD (Labour)
<b>CAMPBELL, Roderick</b>	Home: 01543 685484	BONEY HAY (Labour) (Also LDC)
<b>CONSTABLE, Brenda</b>	Home: 01543 684685	ALL SAINTS (Conservative) (Also LDC)
<b>CONSTABLE, Douglas</b>	Home: 01543 684685	HIGHFIELD (Conservative) (Also LDC)
Vacancy		CENTRAL
<b>EMERY, John</b>	Home: 01543 304068	CHASETOWN (Independent) (Also LDC)
<b>EVERALL, Anthony</b>	Home: 01543 686180	ALL SAINTS (Conservative)
<b>FISHER, Helen</b>	Home: 01543 305070	ALL SAINTS (Conservative) (Also LDC)
<b>HASSELL, Dr Bill</b>	Home: 01543 686474	HIGHFIELD (Conservative)
<b>HEATH, Russell</b>	Home: 01543 671857	BONEY HAY (Labour) (Also LDC)
<b>HOLT, Maureen</b>	Home: 01543 684102	HIGHFIELD (Conservative) (Also LDC and Hammerwich PC)
<b>HUMPHREYS, Kenneth</b>	Home: 01543 676005	CENTRAL (Conservative) (Also LDC and Hammerwich PC)
<b>HUMPHREYS, Maureen</b>	Home: 01543 676005	CHASE TERRACE (Conservative) (Also LDC)
<b>ISAACS, Donald</b>	Home: 01543 319588	SUMMERFIELD (Labour) (Also LDC)
<b>NORMAN, Steven</b>	Home: 01543 304711	SUMMERFIELD (Labour) (Also LDC and SCC)
<b>RIGBY, Brenda</b>	Home: 01283 790342	CENTRAL (Conservative) (Also LDC)
<b>TRANTER, Stephen</b>	Home: 01543 304226	CHASE TERRACE (Conservative) (Also LDC)
<b>WALKER, John MBE</b>	Home: 01543 684602	CHASE TERRACE (Labour)
Vacancy		Boney Hay

**NOTE:** LDC = Lichfield District Council  
 SCC = Staffordshire County Council  
 Hammerwich PC = Hammerwich Parish Council

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