

MINUTES OF THE MEETING OF BURNTWOOD TOWN COUNCIL
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER, BURNTWOOD
ON THURSDAY 10 DECEMBER 2015 COMMENCING AT 6.30 P.M.

PRESENT

Councillor Mrs Stokes (in the Chair)

Councillors Bamborough, Mrs Banevicius, Ms Brettell, Mrs Conolly, Mrs Constable, Constable, Drinkwater, Ennis, Mrs Evans, Miss Fisher (from 6.55 p.m.), Mrs Fisher, Humphreys, Mosson, Mrs Rigby (from 6.50 p.m.), Stokes, Mrs Tranter, Willis-Croft and Mrs Woodward

In attendance

Mrs M Danby, Town Clerk
Ms J Minor, Administrative Assistant
S Lightfoot, Implementation Officer
Councillor M Wilcox, Leader, Lichfield District Council
S Adams, CEO, Staffordshire Community Foundation
S Price, Patron, We Love Lichfield Fund
5 members of the public

Miss E Preece, Miss M Preece, Mrs K Preece and Mr C Preece
Miss R Fisher, Master D Fisher, Mrs C Fisher, Mr P Fisher and Mrs C Byfield
Dr S Jones, Headteacher, Chase Terrace Technology College
Ms J Sutton

STEPHEN SUTTON BURSARY

The Chairman welcomed everyone to the meeting and explained that a number of applications had been received for the bursary and she was amazed, but not surprised, at the breadth and quality of talent shown by local young people. The Chairman stated that this was the first year the bursary scheme had been run, and was set up by Burntwood Town Council to support talented local young people and promote the legacy of Stephen. The Chairman explained that on this occasion, the bursary had been split between two young people namely Megan Preece (Sport Category) and Rebecca Fisher (Performing Arts Category).

Members expressed how proud they were of the talent shown in Burntwood and stated that they would be keeping an eye on the winners and thanked the Town Clerk and Implementation Officer for their hard work.

WE LOVE BURNTWOOD FUND

The Chairman welcomed Steve Adams, CEO of the Staffordshire Community Foundation and Simon Price, Patron of the We Love Lichfield Fund and Trustee of the Foundation to the meeting. Mr Adams explained that there are 50 foundations across the country and that there are 3 main objectives - (1) to give out grants; (2) the endowment fund and (3) community engagement. Mr Adams stated that £1 million is distributed across Staffordshire every year; they utilise local experience and give grants to national charities as well as local groups, i.e. Children in Need and Comic Relief. Mr Adams said that they obtain the money from local investors and invest it on the stock market.

Mr Price explained that the We Love Lichfield was set up in 2011 with £24,000 and stated that 86 grants totalling £42,000 had been given out so far. Mr Price said that a third had been given to Burntwood groups. Mr Price explained that the aim was to give out £25,000 each year and that volunteer groups were essential.

Mr Adams stated that there was £100,000 in the We Love Burntwood Fund already, but this was not well known. Promotion of the Fund will be launched in March 2016.

Members asked for clarification in that were the Lichfield and Burntwood Funds going to amalgamate? Mr Adams explained that the Funds are separate, however, they work them in tandem.

PUBLIC FORUM

S Norman, 120 Ironstone Road, Burntwood

Mr Norman made reference to the Neighbourhood Plan and Town Strategy and stated that he had concerns that no consultation had taken place. Mr Norman asked when the Town Council was going to consult with the business community, both the high schools and Hammerwich Parish Council. Mr Norman also asked what was happening with the action points relating to the Town Strategy.

Mr Norman was informed that the Controlling Group were taking this matter seriously and that it was an Agenda item.

Mr Norman was informed that the Leader would come back directly to him on the Town Strategy.

PRAYERS

The Chairman asked Members to take a moment for silent reflection.

75. APOLOGIES FOR ABSENCE

Councillors Mrs Pullen and Mrs Shingler.

76. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Mrs Fisher declared a prejudicial interest in the We Love Burntwood Fund presentation and Agenda Item 5 and left the room during the presentation and discussions thereon.

Councillor Humphreys declared a prejudicial interest in the We Love Burntwood Fund presentation and Agenda Item 5 and left the room during the presentation and discussions thereon.

77. MINUTES: TOWN COUNCIL

Members made reference to Minute No. 60 - Minutes: Policy and Resources Committee 2nd paragraph and said that the brewery was still paying rent on the former Oak public house.

Members made reference to Minute No. 60 - Minutes: Policy and Resources Committee and asked if a further quotation had been obtained from Personal Touch Jewellers.

Members made reference to Minute No. 64 - 2015/16 Budget as at 30 September 2015 and asked why a condition survey of the Town Council's bus shelters had not been included on the Agenda for the Policy and Resources Committee.

Members made reference to Minute No. 68 – Land at Plant Lane, off Cannock Road and asked why Councillors names had appeared on the Minutes under the exclusion of the public and press and that the resolution should have included funding rejection as being the main issue for the Town Council no longer pursuing the matter.

Members were informed that the quotation for the Chairman's Chain of Office and the bus shelters survey would appear as an item on the January Agenda for Policy and Resources.

RESOLVED That the Minutes of the Meeting of the Town Council held on 29 October 2015 (Minute Nos. 55 - 68) be received and where necessary approved and adopted.

78. CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that the Christmas Festival had been a resounding success, despite the gale force winds. The Chairman said that Burntwood people are made of sterner stuff than to cancel at the first sign of bad weather! Hopefully the Town Council can improve on the event next and subsequent years and more local businesses were keen to come on board. The Chairman said a big thank you to all the Officers, Councillors and everyone who helped make it happen and to local retailers who not only stayed open but accommodated our Santa, face painting and story teller because the Town Council had been unable to erect the marquees.

The Chairman gave special thanks to the Festival sponsors - Burntwood Business Community, Midlands AV, Pro Freight Solutions Limited and A Plant Hire.

The Chairman said that she looked forward to seeing Councillors at her Civic/Carol service on the 20 December at St John's Community Church.

79. MINUTES: WILLIAM CADMAN CHARITY TRUSTEES

RESOLVED THAT:

a) The Minutes of the Meeting of the William Cadman Charity Trustees held on 18 September 2015 (Minute Nos. 8 - 11) be received and where necessary approved and adopted.

- b) The Full Council agree to the transfer of all of the William Cadman Charity funds to the Staffordshire Community Foundation (We Love Burntwood Fund) on the strict proviso that the funds be only distributed in the Burntwood area.

80. NOTES: BURNTWOOD WAKES FESTIVAL TASK AND FINISH GROUP

Members made reference to the endorsement of Councillor Ennis as Vice-Chairman but concerns were raised as to a Task and Finish Group having delegated authority and the legality as this is public money and a big responsibility.

Members were informed that there would be just a Chairman to take the lead on the Task and Finish Group and no Vice-Chairman.

The Town Clerk confirmed that advice had been taken from the SPCA and that Task and Finish Groups can be given delegated authority.

Members were informed that delegated authority would speed up the decision making process.

Members made reference to the 29 October 2015 meeting and the matter of substitution.

Members were informed that Councillor Mrs Stokes was not a substitute, she had attended the meeting as an observer.

Members made reference to Minute No. 4: Budget and concerns were raised that it was still proposing £20,000 for a one week event, the same amount as it had been for a four week event.

Members made reference to Minute No. 6 and the fact the Burntwood Leisure Centre were now willing to talk to the Town Council when they made it totally clear previously that it would have been much more expensive to hold the event at the Leisure Centre.

RESOLVED That the Notes of the Meetings of the Burntwood Wakes Festival Task and Finish Group held on 22 October 2015 (Note Nos. 1 - 8) and 26 November 2015 (Note Nos. 9 - 17) be received and where necessary approved and adopted.

81. MINUTES: NEIGHBOURHOOD PLAN COMMITTEE

Members were informed that the next meeting of the Neighbourhood Plan Committee would be held on 25 January 2016 and a public consultation event would be held on 27 February 2016. Members were informed that the email deadline for Councillors' responses on the informal consultation was to be extended until 11 January 2016.

Members made reference to the informal consultation submission and a Labour Group's submission was handed to the Town Clerk. Concerns were raised as to the real urgency and the fact that the money had to be used by March 2016.

Members asked if Ms Morgan, LDC Neighbourhood Plans Support Assistant would be invited to the next meeting of the Committee.

Members were informed that the Committee had been increased by two Members (Mrs Stokes and Constable) and that the target would be hit.

Members raised concerns regarding the political balance of the Committee and the lack of experience on the Committee. Members were informed that the Committee now has a lot of experienced Members.

RESOLVED That the Minutes of the Meeting of the Neighbourhood Plan Committee held on 28 October 2015 (Minute Nos. 13 - 17) be received and where necessary approved and adopted.

82. NOTES: BURNTWOOD IN BLOOM COMMITTEE

RESOLVED That the Notes of the Meeting of the Burntwood in Bloom Committee held on 09 November 2015 (Note Nos. 7 - 11) be received and where necessary approved and adopted.

83. MINUTES: PLANNING COMMITTEE

Members made reference to Minute No. 55 and the email communication between the County Councillor and the Implementation Officer. The Chairman stated that she had not received the emails and explained about the timescales involved.

RESOLVED That the Minutes of the Meetings of the Planning Committee held on 10 November 2015 (Minute Nos. 46 - 50) and 26 November 2015 (Minute Nos. 51 - 55) be received and where necessary approved and adopted.

84. NOTES: DEFIBRILLATORS TASK AND FINISH GROUP

Members asked what the current situation was with regard to the five sites. Members were informed of the current situation and that the St Matthews Sports and Social Club consent form was still awaited.

Members were informed that two new companies were interested in sponsoring defibrillators.

RESOLVED THAT:

- a) The Notes of the Meeting of the Defibrillators Task and Finish Group held on 10 November 2015 (Note Nos. 1 - 5) be received and where necessary approved and adopted.
- b) Delegated authority be given to the Defibrillators Task and Finish Group to enable the Group to seek sponsorship and grant aid, place orders, etc to see as many defibrillators as are necessary installed around the town.

85. MINUTES: POLICY AND RESOURCES COMMITTEE

Members made reference to Minute No. 38 - Draft 2016/17 Budget (including 2014/15 Budget to date) and expressed concerns that the Minute did not reflect all the matters raised, i.e. Heart of England in Bloom, CAB, Play in the Parks, Handyperson and were very concerned regarding the potential 31p increase per week for the precept.

RESOLVED That the Minutes of the Meeting of the Policy and Resources Committee held on 30 November 2015 (Minute Nos. 36 - 38) be received and where necessary approved and adopted.

86. MEMBERS QUESTIONS

86.1 Councillor Drinkwater, Leader of the Opposition Group submitted the following question:

In view of the Leader's rejection of a Town Deal for Burntwood, in the media rather than informing partners directly, can he now tell me?

1. What new initiatives has he started since May 2015?

Six months is a relatively short period of time, believe it or not we have been busy so here is a brief summary.

Completed quickly and professionally projects left to this new Council, fresh ideas bring new ideas as well as new initiatives.

The OMCC lease was signed at the start of September with a plan to vacate Lambourne House at the end of March 2016, shortly after the lease at Lambourne House will cease, saving a considerable amount of money for this Council.

Once the OMCC was in this Council's hands, we quickly updated the broadband and wireless facilities for the benefit of all users and replaced 10 old with 10 new state of the art PC's and software in the IT suite, which is now to be dedicated to Ron Bradbury for his services to this Town.

We met with the businesses who reside within the OMCC and have done our very best to accommodate this Council with as little disruption as possible and to give them the re-assurance that as well as a Community Hub it will remain as a thriving business community.

With the Staffing Review complete, we can now ensure that the Council's needs are met and expand services for the benefit of the whole community.

Play in the Parks a new initiative of this new Council was a huge success with hundreds of young children enjoying a summer of free activities; this will be back in 2016 bigger and better with an invitation from our Police and Crime Commissioner to apply for additional funding.

We also had a new large high quality Shed installed at the OMCC to house equipment purchased for Play in the Parks and the Xmas Fayre.

Elder Lane Children's Playground has been subject to a much needed revamp with the assistance of LDC.

Defibrillators were on this new Council's immediate agenda, these plans were accelerated after the sad passing of a local resident and the decision of the Grangemoor Working Mens Club to install a defibrillator of their own, with banked funding of £2500.00 this Council is confident we will have several more units located around Burntwood in 2016.

Welcome Signage, new initiative in terms of a cheaper more attractive and less monolithic design with driver safety in mind.

The removal of the old metal benches from Sankey's corner in order to refurbish these for use in local parks.

Initiative to bring BTC, LDC and LCP together and keep up the pressure, LCP are now talking more positively with Morrison's as a result.

Chairman's Blog on the Council's website, what a wonderful way to chart the work of our hardworking Chairman, available for all to see.

In house management of Social Media updates saving this Council £1000's.

Grant Aid – re-structured and to be reviewed going forward.

Cadman – you will have heard earlier on this evening how this money is now to be transferred to the "we love Burntwood fund" with 100% of the money generated coming back into Burntwood.

And the hugely successful Xmas fayre, all achieved relatively quickly with a limited budget and time scale.

2. What initiatives does he intend to pursue in the next 3½ years?"

This Council will look to develop the OMCC as a Community Hub for residents, the intention is to install two new kitchens, the building itself is in need of some TLC as we all know. We intend to give it just that in the next 3½ years.

The OMCC gardens will be addressed in 2016.

There will be an official opening of the OMCC in 2016.

The OMCC will be marketed during 2016 and beyond as a venue for use for functions with updated facilities and with the new IT suite will become a far more attractive location for various groups in and around Burntwood to use.

We will be looking to maximise this building as a business in order that money can be re-invested back into our community.

The Police will also have a meeting room at the OMCC, a Police presence will certainly give residents a sense of pride as well as safety.

Play in the Parks will be back in 2016 and beyond, bigger and better of course.

A new look Wakes will be here in 2016.

We intend to look at the Civic Function in view of the review of LDC's.

Grant Aid – Future Review.

Parks and Open Spaces are progressing well, this Council intends to table the best possible deal for the residents of Burntwood to decide upon.

Neighbourhood Plan, a huge job but this Council **will** achieve this ambition.

A community project for St Matthews – this Council has already started a consultation with residents and hopes to deliver this in the near future.

This Council will continue to assist in negotiations to ensure that the Skate Park remains and that LDC incorporates this site as part of the Leisure Centre to eliminate the persistent anti-social behaviour which has blighted it in recent years.

Once this Council gets its De-fibs strategically placed around this Town, this Council will embark on a campaign of awareness to ensure a high % of its residents including School Children know where these units are and how to use them.

The Xmas Fayre – will be back in 2016 bigger and better.

86.2 Councillor Ennis, Chasetown Ward Member submitted the following question:

On the 16 July, we had a meeting with LCP in reference to future developments at land by Burntwood Town Shopping Centre. I have heard nothing else since this meeting and would like to know if there has been any progress and if not why?

I have been discussing with Officer Richard King from LDC this week and I can tell you that discussions with LCP remain positive. Therefore I would be very grateful if you can ask me this question again at the next meeting of this Council, by which time I might be in a position to give members more information.

It was **AGREED** that this be an item on the next Town Council Agenda.

86.3 Councillor Mrs Banevicius, Chasetown Ward Member submitted the following question:

I ask why the Leader chose to raise concerns regarding my absence at the Personnel Committee Meeting in a public forum on a media platform?

If I remember correctly, it was former Councillor Steve Norman who started this debate by criticising the lack of attendance at meetings of members of the controlling group at both Town and District meetings, I merely pointed out that **no member** of the opposing **group** had attended such an important meeting of the Personnel Committee.

However I fully understand Councillor that you had given your apologies, and that of course is recorded and available as a matter of public record.

Why did the Leader decide to make an example of my attendance in this manner?

To my knowledge I have not made an example of **your** attendance?

As stated in the media by the Leader this was a crucial meeting why did he not attend?

Simple answer, I have every confidence in every member of the controlling group who sits on this Committee and as I am not a member of the Committee I am not obliged to be there, although would have been free to attend if I felt it necessary as all members are free to attend any meeting.

Will the Leader apologies for making me an example in way and retract his comments on the same media platform?"

This question is irrelevant as it does not make sense and suggest members check their grammar before sending.

**87. STAFFORDSHIRE COUNTY COUNCIL:
COUNTRYSIDE MANAGEMENT CONSULTATION**

The Leader was asked for his own personal view on the consultation. The Leader responded by saying that he would come back on this item.

RESOLVED That the information be received and noted.

88. SCHEDULE OF PAYMENTS MADE BETWEEN 16 OCTOBER AND 04 DECEMBER 2015 INCLUSIVE

Members made reference to two payments to the SPCA for training and asked that the cost be obtained for the training if the Town Council were not members of the SPCA as the Town Clerk had stated that the training was provided at a reduced cost.

RESOLVED That the Schedule of Payments totalling £42,816.90 made between 16 October and 04 December 2015 inclusive be received and noted.

89. 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.

(THE TOWN CLERK AND ADMINISTRATIVE ASSISTANT VACATED THE ROOM DURING DISCUSSION ON THE FOLLOWING ITEMS.)

90. CONFIDENTIAL MINUTES: TOWN COUNCIL

Discussed and resolved as set out in the Confidential Minutes.

91. JOB EVALUATION REPORT AND STAFFING REVIEW: IMPLEMENTATION

Discussed and resolved as set out in the Confidential Minutes.

**92. NOTES FOR THE CONFIDENTIAL MINUTES OF A MEETING OF THE
PERSONNEL COMMITTEE HELD ON 07 DECEMBER 2015**

Discussed and resolved as set out in the Confidential Minutes.

(The Meeting closed at 8.15 p.m.)

Signed

Date