

**MINUTES OF THE MEETING OF BURNTWOOD TOWN COUNCIL
HELD AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD
ON THURSDAY 29 OCTOBER 2015 COMMENCING AT 7.04 P.M.**

PRESENT

Councillor Mrs Stokes (in the Chair)
Councillors Bamborough, Mrs Banevicius, Ms Brettell, Mrs Conolly, Mrs Constable (from 7.07pm),
Constable (from 7.07pm), Ennis, Mrs Evans, Miss Fisher, Mrs Fisher, Mosson, Pullen, Mrs Pullen,
Mrs Rigby, Stokes, Mrs Tranter, Willis-Croft and Mrs Woodward

In attendance

Mrs M Danby, Town Clerk
Ms J Minor, Administrative Assistant
V Chamberlain, Burntwood Action Group
Councillor Mrs N Bacon, Chairman, Lichfield District Council

PUBLIC FORUM

Vic Chamberlain, Burntwood Action Group

Mr Chamberlain, representing the Burntwood Action Group, addressed the Town Council and requested that Burntwood Town Council consider the following matters of concern:

- a) Progress with regard to Greenwood House appears to have stalled.
- b) Welcome signage on the corner of Norton Lane and Lichfield Road. The Town Council was asked to reconsider its positioning so as to include Farewell Lane and the Church Farm Estate.

PRAYERS

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

55. APOLOGIES FOR ABSENCE

Councillors Drinkwater, Humphreys and Mrs Shingler.

56. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Bamborough declared a personal interest in Agenda Item 9 with regard to TechCare Limited.

Councillor Mrs Banevicius declared a personal interest in Agenda Item 11 with regard to Burntwood Live at Home and St John's Community Church and a personal interest in Agenda Item 14.

Councillor Mrs Constable declared a personal interest in Agenda Item 11 with regard to Burntwood Breast Care and Burntwood Carers.

Councillor Mrs Pullen declared a personal interest in Agenda Item 11 with regard to Pathway Project.

Councillor Mrs Stokes declared a personal interest in Agenda Item 11 with regard to Burntwood Breast Care and Burntwood Carers.

57. MINUTES: TOWN COUNCIL

RESOLVED That the Minutes of the Meeting of the Town Council held on 10 September 2015 (Minute Nos. 41 - 54) be received and where necessary approved and adopted.

58. CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed Members that Pro Freight Solutions Limited had donated £500 towards the Burntwood Christmas Event and Coverscope Limited had donated £1,000 towards the purchase and installation of a defibrillator.

The Chairman reminded Members regarding her forthcoming Charity Evening and stated that even though the tickets are going steadily, tickets were still available via the office.

59. MINUTES: PLANNING COMMITTEE

Members made reference to enforcement issues and asked when and how these can now be reported. Members were informed that Ward Members should report the issues themselves instead of passing their casework to officers. Members asked if clarity could be given (i.e. date of meeting and minute number).

RESOLVED That the Minutes of the Meetings of the Planning Committee held on 10 September 2015 (Minute Nos. 32 - 35), 22 September 2015 (Minute Nos. 36 - 40) and 15 October 2015 (Minute Nos. 41 - 45) be received and where necessary approved and adopted.

60. MINUTES: POLICY AND RESOURCES COMMITTEE

Members made reference to Minute No. 25 - Sankey's Corner: S106 Environmental Improvements and asked if any surplus money could be used to fix the railings even though the railings are the responsibility of Staffordshire County Council. Members were informed that a response had been received from Staffordshire County Council stating that the railings are the responsibility of SCC and there is a task on the system for repairs. A date for the works to be completed could not be given as this is in the hands of the Operations Team. Members were informed that a meeting had taken place at SCC relating to third parties who damage street furniture. It was noted that SCC do try to pursue the claim, however, the percentage received is very low.

Members made reference to the former Oak public house and asked if this had been investigated further. Members were informed that it was not owned by the brewery and further investigation was still ongoing.

Members made reference to Minute No. 26 - Burntwood in Bloom Committee and asked who was responsible for the flower boxes on the Cannock Road by the speed cameras.

Reference was made to Minute No. 23 - William Cadman Charity Trustees and Members were informed that at the Town Council Meeting scheduled for 10 December 2015

representatives from We Love Lichfield Fund will attend to explain the transfer of the funds to We Love Lichfield Fund and what that involves.

Members made reference to Minute No. 27 - Members and Officers Mileage and Subsistence Policy and the Chairman and Vice-Chairman Advice, Conventions and Procedure and asked that all visits undertaken should be of the benefit to the community and that this advice should be given to all future Chairmen.

Members made reference to Minute No. 31 - Chairman's Chain of Office and asked if a further quotation could be obtained from Personal Touch Jewellers, Chasetown.

Members made reference to Minute No. 33 - Welcome Signage and said that they were happy to support the signage as it looked very elegant.

RESOLVED THAT:

- a) The Minutes of the Meeting of the Policy and Resources Committee held on 01 October 2015 (Minute Nos. 20 - 35) be received and where necessary approved and adopted subject to the removal of Councillor Mrs Fisher from the attendance list.
- b) A Task and Finish Group for the Burntwood Defibrillator Project comprising of Councillors Mrs Tranter, Mrs Stokes and Ennis and the Town Clerk or the Administrative Assistant be established.
- c) An email be sent to the Environmental Team at SCC as the railings are dangerous.
- d) The cost of repairing the railings at Sankeys Corner be obtained.

61. MEMBERS QUESTIONS

No questions were raised.

62. OUTSIDE BODIES: SOUTH EAST STAFFS CAB (SESCAB)

Members felt that it was imperative that the Town Council has representation on this outside body as the Town Council gives support by way of an annual grant of £3,500 to the SESCAB.

RESOLVED That Councillor Mrs Constable be the Town Council's representative on the South East Staffs CAB.

63. SCHEDULE OF PAYMENTS MADE BETWEEN 28 AUGUST AND 15 OCTOBER 2015 INCLUSIVE

RESOLVED That the Schedule of Payments totalling £66,977.94 made between 28 August and 15 October 2015 inclusive be received and noted.

64. 2015/16 BUDGET AS AT 30 SEPTEMBER 2015

Members made reference to Page 4 Code 4220 (Bank Charges). Members were informed that the bank charges were due to staff salaries having to be paid via CHAPS due to problems with logging into the Unity Trust online banking system.

Members made reference to Page 3 Code 104 (Premises: The Old Mining College Centre) and stated that there was no allocated funds even though costs were being incurred. Members were informed that income had been obtained from 01 September 2015 to offset a lot of the costs and any shortfall would come from Earmarked Reserves.

Members made reference to Page 4 Code 4180 (Professional Fees). Members were advised that the figure included the legal fees associated with the transfer of The Old Mining College Centre to the Town Council.

Members made reference to Page 5 Code 4231 (Internal Audit) as there appeared to be a discrepancy between the agreed budget and actual. The Town Clerk was asked to look into this.

Members made reference to Page 6 Code 202 (Bus Shelters) and it was noted that nothing had been spent to date. Members asked if a rolling programme was in place indicating where bus shelters were needed and the condition of the existing shelters. The Town Clerk informed Members that a survey had been undertaken some time ago and that a rolling programme was in place. It was **AGREED** that a condition survey of the Town Council's bus shelters be undertaken and that this item be included on the Agenda for the next Policy and Resources Committee to consider the priority order of those bus shelters which require refurbishment or replacement.

Members made reference to Page 6 Code 203 (Christmas Trees/Lights) and asked where the money was coming from to fund the Christmas Festival. Members were informed that £1,000 would come out of that budget code.

RESOLVED That the 2015/16 Budget as at 30 September 2015 be received and noted.

65. GRANT AID SCHEME 2015

Members were informed that a review of the Grant Aid scheme would be undertaken.

RESOLVED That the 2015/16 Grant Awards **Appendix 1** be approved under powers given by the General Power of Competence.

66. COMMITTEES: CHANGES TO MEMBERSHIP

RESOLVED THAT

- a) Burntwood Wakes Festival Task and Finish Group**
Councillor Mrs Stokes to replace Councillor Pullen as a Committee Member with immediate effect.
- b) Neighbourhood Plan Committee**
Councillor Mrs Fisher to replace Councillor Mrs Pullen as a Committee Member with immediate effect.
- c) Policy and Resources Committee**
Councillor Bamborough to replace Councillor Mrs Pullen as a Committee Member with immediate effect.

Councillor Mrs Brettell to replace Councillor Mrs Fisher as a Committee Member with immediate effect.

67. 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.

68. LAND AT PLANT LANE, OFF CANNOCK ROAD

A named vote was called on the following question:

In principle, do you wish to seek to gain Adverse Possession of land at Plant Lane, off Cannock Road?

FOR

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

AGAINST

Councillor Bamborough
Councillor Mrs Brettell
Councillor Mrs Conolly
Councillor Constable
Councillor Miss Fisher
Councillor Mrs Fisher
Councillor Mosson
Councillor Pullen
Councillor Mrs Rigby
Councillor Stokes
Councillor Mrs Stokes
Councillor Mrs Tranter

ABSTENTION

Councillor Mrs Constable
Councillor Mrs Pullen

*Councillor Mrs Banevicius did not vote as she had declared a personal interest in this item.

RESOLVED That as the land has no strategic or long-term benefit to the Town Council, the Town Council will no longer pursue this matter.

(The Meeting closed at 8.15 p.m.)

Signed

Date

	ORGANISATION	REQUESTED	AGREED
		£	£
1	1 st Burntwood Girls' & 2 nd Burntwood Boys' Brigades	750	600
2	1 st Burntwood Guides	385	300
3	1 st Burntwood Scout Group	500	400
4	Burntwood Active 60s	250	200
5	Burntwood Breast Care	500	500
6	Burntwood Carers	350	350
7	Burntwood Family History Group	60	0
8	Burntwood Gardening Guild	150	150
9	Burntwood Gateway Club	440	440
10	Burntwood In-Sight Group	200	200
11	Burntwood Live at Home Scheme	500	250
12	Burntwood Memorial Community Association	500	250
13	Burntwood POND	500	0
14	Burntwood St Matthews Cricket Club	500	500
15	Burntwood Singers	100	100
16	Chase Terrace Bowls Club	200	200
17	Chasewater & District Childminding Group	300	300
18	Chasetown Darby & Joan Club	350	350
19	Embroidery for Burntwood Community	200	200
20	Fun Club	7,560	1,000
21	Fusion Credit Union Ltd	1,000	500
22	Hammerwich Cricket Club	200	200
23	Pathway Project	500	250
24	Playtime Burntwood Stay & Play	500	250
25	Redwood Park Friendship Club	200	200

	ORGANISATION	REQUESTED	AGREED
		£	£
26	St Giles Hospice	500	500
27	St John's Community Church	1,000	600
28	The Sculpture & Art Foundation CIC	1,000	250
29	Spark Springhill Grandparents' Group	500	500
30	SSAFA	150	150
31	T.L.C.	400	300
	TOTAL	20,245	9,990