

**MINUTES OF THE MEETING OF BURNTWOOD TOWN COUNCIL
HELD AT BURNTWOOD LIBRARY, SANKEYS CORNER, BURNTWOOD
ON TUESDAY 24 MARCH 2015 COMMENCING AT 7.00 P.M.**

PRESENT

Councillor Willis-Croft (in the Chair)
Councillors Brown, Constable, Drinkwater, Mrs Evans, Humphreys, Isaacs, Mosson, Norman,
Mrs Rigby, Mrs Stokes, Taylor, Mrs Tranter, Walker MBE, and Mrs Woodward

In attendance

Mrs M Danby, Town Clerk
Ms J Minor, Administrative Assistant
Councillor M Wilcox, Leader, Lichfield District Council
1 member of the public

PUBLIC ACCESS DEFIBRILLATORS

Councillor Willis-Croft informed Members that the presentation by the Burntwood and District Community First Responders had been postponed and would be held at a later date.

PRAYERS

Prayers were led by Councillor Walker MBE.

Councillor Mrs Evans, as Leader of the Town Council, said as it was the end of the Council cycle, that thanks be given to all the Councillors, Chairmen and Vice-Chairmen over the 4 years, who have represented the Council so well. She also wanted to thank the staff and Mr Paul Holland for his efforts in preparing the room for meetings. Councillor Mrs Evans said that her Labour colleagues had worked as a team and have and are continuing to make a difference in Burntwood, i.e. taking over the Old Mining College from Lichfield District Council and developing the facilities there; work on the Mark Clayton consultation; developing the Town Strategy; developing the Neighbourhood Plan and pressing hard for the new Health Centre on the Leisure Centre site. Expenditure on the Wakes has been reduced due to community involvement and we hope to continue discussions with Staffordshire County Council regarding Chasewater as it was an asset on our doorstep. Discussions are also taking place with Lichfield District Council regarding parks and open spaces in Burntwood. All this has been achieved through careful and prudent budgeting that has allowed us to have good management of the precept and we have not had to draw on reserves. So we have done a lot, but there is still much to do to improve and enhance Burntwood. Councillor Mrs Evans thanked those Councillors who are standing down and not seeking re-election, for their commitment during the past four years.

Councillor Constable thanked Councillor Mrs Evans for the good wishes and wished all present good luck.

126. APOLOGIES FOR ABSENCE

Councillors Mrs Banevicius, Bradbury, Ms Brettell, Campbell, Mrs Fisher and James.

127. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

128. MINUTES

RESOLVED Councillor Mrs Evans moved that the Minutes of the Meeting of the Town Council held on 29 January 2015 (Minute Nos. 107 - 125) be received and approved as a correct record.

129. CHAIRMAN'S ANNOUNCEMENTS

In the absence of Councillor Mrs Banevicius (Chairman), Councillor Willis-Croft read out the following statement:

"Thank you to everyone that has supported me with my charities I would like to say that the Beatless night was a huge success and well attended, it was lovely to see so many people and local community groups on the evening. To date we have raised over £1,500 so a big thank you to everyone.

Since the last Council meeting, I was honoured to be at the raising of the flag on Commonwealth Day and would like to thank the staff at the Library for their hospitality on the day.

I attended the 2nd Birthday Party of the Burntwood In-sight Group along with Councillors Willis-Croft and Walker MBE and a good afternoon was had by all."

130. PLANNING COMMITTEE

RESOLVED Councillor Drinkwater moved that the Minutes of the Meeting of the Planning Committee held on 29 January 2015 (Minute Nos. 61 - 65), 18 February 2015 (Minute Nos. 66 - 72) and 11 March 2015 (Minute Nos. 73 - 79) be received and where necessary approved and adopted.

131. BURNTWOOD IN BLOOM COMMITTEE

Councillor Isaacs asked if the success of Burntwood in Bloom could be linked to our traffic islands to enhance our environment.

Councillor Mrs Woodward asked if the white bricks around the traffic islands could be cleaned to enhance the planting.

Councillor Walker MBE referred to Minute No. 2.2 - 23 February 2015 and asked how many bags of 'fertilizer' was available. The Town Clerk reported that the exact number was unknown, however, all enquiries should be made through the Town Clerk in the first instance.

RESOLVED Councillor Brown moved that the Minutes of the Meeting of the Burntwood in Bloom Committee held on 23 January 2015 (Minute Nos. 1 - 4) be received and where necessary approved and adopted.

132. MEMBERS QUESTIONS

None raised.

133. 2014/15 BUDGET: ACTUAL INCOME AND EXPENDITURE TO END FEBRUARY 2015

Councillor Drinkwater referred to Item 4551 SCAMP: Insurance and asked what the £450 included. The Town Clerk said that this was a total replacement value.

Councillor Mrs Woodward referred to Item 4401 Play Schemes and asked if the Town Council, now that the Play Schemes have discontinued, would support toddler groups (0-2) in the area. Councillor Mrs Woodward confirmed that the two Childrens Centres had gained breathing space for six months, however, could not run on fresh air.

Councillor Mrs Evans said that she supported what Councillor Mrs Woodward had said and that help and support was vital from the start.

RESOLVED That this item be received and noted by all Members present.

134. SCHEDULE OF PAYMENTS MADE BETWEEN 21 JANUARY AND 16 MARCH 2015 INCLUSIVE

RESOLVED Councillor Mrs Evans moved adoption of the Schedule of Payments totalling £59,531.31 made between 21 January and 16 March 2015 which were approved by all present.

135. STATEMENT OF INTERNAL CONTROL AND ANNUAL REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL

RESOLVED Councillor Mrs Evans moved that the Statement of Internal Control and Annual Review of Effectiveness of Internal Control be received and adopted.

136. RE-APPOINTMENT OF INTERNAL AUDITOR

RESOLVED Councillor Drinkwater moved **THAT**

- a) Hannah Knowles be re-appointed as Internal Auditor for the 2015/16 financial year.
- b) The 2015/16 Internal Audit Programme be approved for the Internal Auditor to follow during the year.

137. RISK ASSESSMENT

Councillor Norman referred to 'No of' and asked what the meaning was. The Town Clerk confirmed that 'No of' refers to the number of risks.

RESOLVED Councillor Mrs Evans moved **THAT**

- a) LCRS Overall Summary be received and approved by all Members present.
- b) LCRS Action Plan be received and approved by all Members present.

138. 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.

139. CONFIDENTIAL MINUTES: TOWN COUNCIL

RESOLVED Councillor Mrs Evans moved that the Confidential Minutes of the Meeting of the Town Council held on 29 January 2015 (Minute Nos. 121 - 125) be received and where necessary approved and adopted.

140. CONFIDENTIAL MINUTES: BURNTWOOD WAKES COMMITTEE

RESOLVED Councillor Mrs Evans moved that the Confidential Minutes of the Meeting of the Burntwood Wakes Committee held on 18 February 2015 (Minute Nos. 21 - 25) be received and where necessary approved.

(The Meeting closed at 7.22 p.m.)

Signed

Date