

Our Ref: SL/JM

10 August 2022

To: All Members of the Community and Partnerships Committee

Councillors Taylor [Chair], D Ennis [Vice Chair], Bishop, Coe, Evans, Gittings, Greensill, Ho, Kirkham, M Place, R Place and Woodward

Dear Committee Member

COMMUNITY AND PARTNERSHIPS COMMITTEE

You are invited to attend a meeting of the Community and Partnerships Committee in the **Main Hall, Burntwood Institute, Rugeley Road, Burntwood** on **Wednesday 17 August 2022 at 6:00 pm** to consider the following business.

Yours sincerely



Steve Lightfoot
Town Clerk

PUBLIC FORUM

As part of the Better Burntwood Concept and to promote community engagement, the public now has the opportunity to attend and speak at all of the Town Council's meetings. Please refer to the end of the agenda for details of how to participate in this meeting.

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

To consider any declarations of interests and consider requests for dispensations.

3. MINUTES

To approve as a correct record the Minutes of a meeting of the Community and Partnerships Committee held on 22 June 2022 [Minute Nos. 1-15] [**ENCLOSURE NO. 1**].

4. INFORMATION FROM THE MINUTES

5. COMMUNITY ENGAGEMENT

Councillors are invited to report to the meeting any updates or news from community groups within Burntwood.

6. BETTER BURNTWOOD FUND

To consider applications received:

- i. Burntwood Platinum Amateur Boxing Club [**ENCLOSURE NO. 2**]
- ii. Burntwood Memorial Community Association [**ENCLOSURE NO. 3 AND 3A**]

7. 2023 WAKES

To consider a date and venue and expected budget for the 2023 Wakes.

8. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED That under the Public Bodies [Admissions of 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.

9. WAKES 2022 INVOICE

To consider a requested variation on an invoice relating to the Wakes 2022 [**ENCLOSURE NO. 4 AND 4A - PINK**]

PUBLIC FORUM

30 minutes will be set aside at the beginning of this meeting for you to raise issues relevant to the remit of the meeting but are not already on the agenda. So that the Members of the meeting can be properly briefed in order to enable them to provide considered response to your question, please advise the Town Clerk of the question[s] you wish to ask the Council at least three working days before the meeting. The Chair of the meeting has the right to reject any representations that he/she considers not to be appropriate for the particular meeting.

You will also now have the opportunity to discuss specific items on the agenda as the Chair now has the discretion to allow you to speak where you have a legitimate interest in the item. Again, you will need to give three working days' notice of your wish to speak. Where more than one person wishes to speak on a particular application the Chair may decide to limit the number of speakers or ask for a spokesperson to be appointed.

Generally, in respect of both speaking in the public forum and to specific agenda items you will have up to 3 minutes and can raise more than one issue. However, the Chair has the option to extend the time allowed to you if they think it is appropriate.

While audio and video recordings of this meeting are entirely legal, as a matter of courtesy to Town Council members who work for this town and this Council on a voluntary basis, we would be grateful if you would let the Clerk or the Chair know beforehand.
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**MINUTES OF THE MEETING OF THE COMMUNITY AND PARTNERSHIPS COMMITTEE
HELD AT BURNTWOOD LIBRARY, BRIDGE CROSS ROAD, BURNTWOOD ON
WEDNESDAY 22 JUNE 2022 COMMENCING AT 6.00 PM**

PRESENT

Councillor D Ennis [in the Chair]
Councillors Bishop, Coe, Evans, Gittings, M Place and R Place

In attendance

S Lightfoot, Town Clerk
Ms J Minor, Deputy Clerk

LICHFIELD DISTRICT CITY OF SANCTUARY

Mr Nigel Gann, Secretary of the Lichfield District City of Sanctuary gave a talk on how the Town Council could work with and support Lichfield District City of Sanctuary. He explained that the Lichfield District City of Sanctuary is a Charitable Incorporated Organisation [CIO] but emphasised that the organisation does not just cover Lichfield but the whole of the district.

Mr Gann stated that their strategy key messages were

- Engagement with existing refugees
- Challenging divisive behaviour
- Developing streams of sanctuary

Mr Gann explained that their aspirations were

- To become known in Burntwood and the villages as a District City of Sanctuary
- To provide their services in Burntwood and the villages as well as in Lichfield
- To create partnerships with Burntwood organisations with shared values and objectives
- To have a formal relationship with Burntwood Town Council as a means of achieving this
- To see Burntwood as a Town of Sanctuary

He explained that they already have relationships with Lichfield District Council, in particular Councillor Richard Cox, Cabinet Member for Communities and Partnerships and Lichfield City Council who at their meeting on 14 March 2022 resolved to support the vision and principles of the organisation.

Councillor D Ennis felt that the minimum that the Town Council could do was to match the resolution of the City Council and appoint Councillor representatives.

Councillor Evans referred to the "We Stand With Ukraine" event held in the Memorial Park on Saturday 12 March and felt that it was vital for refugees to learn the language in order to integrate.

Councillor M Place said that she would be attending the AGM on Saturday 25 June. Councillor Coe explained that she attended [via zoom] the 08 June Faith Action Coffee House which focused on Faith's Response to the Crisis in Ukraine.

It was proposed by Councillor D Ennis and seconded by Councillor Evans and following a show of hands [5 For, 1 Abstention] it was

RESOLVED That

- (a) The Town Council declares its support for the vision and principles of Lichfield District City of Sanctuary.
- (b) The Town Council appoints up to three representatives as Burntwood Town Council representatives on this outside body until May 2023, then for a period of two years.

PUBLIC FORUM

No questions were raised by members of the public.

1. APOLOGIES FOR ABSENCE

Councillors Greensill, Kirkham, Ho, Taylor and Woodward.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

3. MINUTES

The Chair reminded Members that they were being asked to comment solely on the accuracy of the Minutes.

It was proposed by Councillor M Place and seconded by Councillor Evans and following a unanimous show of hands it was

RESOLVED That the Minutes of the Community and Partnerships Committee held on 19 April 2022 [Minute Nos. 65-74] be approved as a correct record.

4. INFORMATION FROM THE MINUTES

There was no information arising from the minutes.

5. COMMUNITY ENGAGEMENT

Councillor M Place explained that Everyone Health would be coming to Morrisons in August. They provide free 12-week programmes which include adult weight management, stop smoking, stop smoking in pregnancy, physical activity sessions, falls prevention, loneliness and social isolation service. They also provide free NHS health checks for anyone living in Staffordshire between ages 40-74.

Councillor Evans referred to Dementia Friendly Community and the importance of getting local businesses on board. Information sheets have been produced which can be given out to local businesses. She confirmed that all hairdressers in Burntwood had been given the information sheet as it is important to make as many people as possible aware and it was important to keep the message going. She also referred to the walk being organised by Councillor Woodward in September. Councillor Evans

mentioned that Caroline Bruno, Scheme Manager for MHA Communities may be organising a scarecrow competition.

Councillor R Place stated as a point of order, queried the decision made in respect of Lichfield District City of Sanctuary in front of Mr Gann, as he felt that the speaker should have left the room which would have then allowed a debate. He stated that he was not against the idea but the way it was conducted.

6. TERMS OF REFERENCE FOR THE COMMUNITY AND PARTNERSHIPS COMMITTEE

Councillor R Place referred to the Policy and Resources Committee meeting held on 08 June 2022 where their terms of reference was discussed and in particular Responsibilities No. 7.

The Town Clerk referred to Governance No. 5 and explained that he would be asking the Chair and Vice Chair to set a spending limit however, Councillor R Place felt that where provision had already been provided within the revenue budget there was no need for a spending limit.

It was proposed by Councillor R Place and seconded by Councillor D Ennis and following a unanimous show of hands it was

RESOLVED That the Terms of Reference for the Committees be referred to the next meeting of the Policy and Resources Committee scheduled for 10 August 2022.

7. BURNTWOOD WAKES PLATINUM JUBILEE CELEBRATION EVENT 2022

Councillor Evans felt that the event had been excellent and due to the windy weather the stalls had been located in the hall which was better for them. She felt that the event went smoothly and it was important that the event was free to reflect hardship faced by families at the moment.

Councillor Coe agreed with Councillor Evans that it was important that children could go on the inflatable, climbing wall for free as people were on a limited budget.

Councillor D Ennis stated that the Town Council tried something different this year with the climbing wall and cave which proved popular as the fairground rides were double/triple the price. It was unfortunate that there was several other events going on in other local areas, but this was inevitable. There was really good talent on the stage throughout the day.

Councillor R Place felt that it was easy for people to criticise but this was a unique event but the Town Council needed to be careful of the budget in the future. Councillor D Ennis confirmed that he had already had discussions with the Chair [Councillor Taylor] as the budget will be half next year. The budget for this event was unspent monies from previous years.

8. MARKETS

Councillor D Ennis suggested that this item be removed from the agenda as the markets are running well. They are well attended and the Town Council gazebo gives Councillors an opportunity to speak to members of the public direct.

It was suggested that Review of Markets could go on the 19 October agenda as the Markets would have just been completed.

9. PLAY IN THE PARKS 2022

The Town Clerk confirmed that the events were progressing rapidly and it was hoped that the Town Council would again be working in partnership with Spark, Beacon Community Church, St John's Community Church and Fun Club. The events will be held across the town on Mondays and Wednesday from 25 July to 24 August and will be advertised in CityLife Magazine and on Social Media.

The Town Clerk confirmed that the Town Council had obtained some free play equipment via the scheme currently run by Lichfield District Council – Community Park Play Initiative.

Councillor M Place confirmed that she would provide details for the SPACE scheme.

Councillor D Ennis suggested that the Town Council may need to review its marketing strategy and said that he uses a paid advert on Facebook. He asked if the Town Clerk could look into when the decision was made to use CityLife Magazine.

Councillor Evans stated that every household had received an event calendar.

10. CHRISTMAS EVENTS

The Town Clerk confirmed that the event was progressing and childrens funfair rides had already been booked.

With regard to the request from Burntwood Action Group for them to be included in the Town Council's annual funding for festive trees, the Town Clerk confirmed that Gary Brownridge, Operational Services Manager, Lichfield District Council had visited the site to see what the feasibility was. Mr Brownridge confirmed that Burntwood Action Group have a stand which could accommodate any size trunk base on a 10ft tree. The Town Clerk confirmed that this could be accommodated within the current budget.

Councillor D Ennis supported the festive tree within the Ward as long as the Town Council get a recognition [in the terms and conditions].

Councillor R Place felt that the Town Council needed to be careful even though he supported the suggestion, this was from a right leaning group. The Town Clerk thought that this was an opportunity to engage with local groups.

Councillor Evans thought that all festive trees sponsored/provided by Burntwood Town Council had to have recognition on them [for example Christmas Tree provided by Burntwood Town Council].

It was proposed by Councillor D Ennis and seconded by Councillor Evans and following a unanimous show of hands it was

RESOLVED That a 10ft festive tree to be located in Prince's Park be included in the Town Council's annual funding for festive trees.

11. BETTER BURNTWOOD FUND – MIDLAND SOCCER ACADEMY

Councillor R Place raised some concerns and asked if this was a charity as the Club takes "subs". Councillor D Ennis said that the Town Clerk needed to check that this was a community interest company and not a corporate business.

Councillor M Place also raised concerns regarding setting a precedent for all clubs to apply for new kits and Councillor Coe queried membership numbers. The Deputy Clerk confirmed that they currently have approximately 60 members [approximately 15-25 each session] and they are open to everyone aged 50+.

It was proposed by Councillor Evans and seconded by Councillor R Place and following a unanimous show of hands it was

RESOLVED That on the basis that it fits the criteria then a grant of £500 be awarded to Midland Soccer Academy.

12. BETTER BURNTWOOD FUND – MHA COMMUNITIES SOUTH STAFFORDSHIRE

Councillor R Place hoped that there would not be too many Better Burntwood Fund applications to just be ratified in the future by this Committee. Councillor D Ennis explained that due to time restraints and the Committee now only meeting every two months, there will be applications that will just need ratifying.

It was proposed by Councillor M Place and seconded by Councillor Evans and following a unanimous show of hands it was

RESOLVED That due to time restraints, under Chair's discretion, the application for funding from MHA Communities South Staffordshire in the sum of £500 be ratified.

13. BETTER BURNTWOOD FUND – FUN CLUB

It was proposed by Councillor M Place and seconded by Councillor Evans and following a unanimous show of hands it was

RESOLVED That a grant of £500 be awarded to Fun Club.

14. LICHFIELD CITY OF SANCTUARY

See above discussion and resolution.

15. INFORMATION OR ITEMS FOR NEXT MEETING

None reported.

[The Meeting closed at 7.33 pm]

Signed

Date



Burntwood Town Council

Application for Grant [funding of up to £500]

Name of Organisation: **Burntwood Platinum Amateur Boxing Club**

Address: __ Redwood park
Burntwood
Staffs

Email: scadman2@icloud.ocm

Phone Number: 07913123541

Objectives of organisation: The organisation is a boxing club for adults and children both male and female. We offer classes for all levels and these are open to all people regardless of race, religion and gender and therefore enabling integration within the community. The club has experience of assisting individuals with a focus for physical activity and with competitive competitions where recently the club produced a national quarter finalist and a national champion at England boxing competition.

Relevance to area: : This boxing club is the only registered club with England Boxing within the parish and also caters for those who wish to participate in physical activity but not compete. The club hold the name Burntwood and therefore as competitions are nation wide the Burntwood parish is displayed to other clubs.

Amount requested: £500

For what purpose: Purchase much needed equipment to expand class numbers due to demand.

Other public/Council aid within the last 12 months: None

Please provide any other relevant additional information on a separate sheet.

Rules for consideration:

- Any amount given will be proportionate to the public benefit and must be relevant to the area.
- A recent balance sheet or reasonable explanation of the organisation's finances must be provided.
- By signing and submitting, it is accepted that all the above facts are correct and the funds will only be used for the stated purpose.
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Signed : _S.Cadman head coach

Dated : 28.02.2022

Please return to: Burntwood Town Council, The Old Mining College, Queen Street, Burntwood WS7 4QH or email jayne.minor@burntwood-tc.gov.uk

ENCLOSURE NO. 2

Community and Partnerships Committee

17 August 2022

Better Burntwood Fund – Burntwood Memorial Community Association

1. To consider an application from Burntwood Memorial Community Association for a sum of £6,583.50p.
2. Due to excessively increasing electricity costs, BMCA have installed solar panels and the Burntwood Memorial Institute, Rugeley Road, Burntwood, and request that BTC meet the cost of the labour for the institution.
3. The other costs of the installation have been met from a grant provided by Staffordshire County Council, and BMCA's own funds.
4. As member will know, BMCA provide essential community space for educational, social and recreational facilities for the people of Burntwood.
5. Officers and Members have met with the Chair of Trustees at BMCA several times this year, to support them through what has been a difficult period as the community recovers from Covid.
6. The provision of good quality solar powered electricity means that the BMCA is more sustainable financially and lowers carbon emissions in support of tackling the climate emergency. A further upgrade is due to be installed which means that excess electricity generated will be sold to the grid providing them with a new income stream, eventually.
7. The approved budget for the Better Burntwood fund is £26,000. At this time £3,181 has been allocated and a further £3,500 is under consideration.

Options for consideration.

1. Members approve the grant in the sum of £6,583:50p
2. Members offer a lesser amount to be determined.
3. Decline to fund the application.

Contact Officer

Steve Lightfoot, Town Clerk
steve.lightfoot@burntwood-tc.gov.uk, 01543 677166

Better Burntwood Fund

Application for Significant Grants 2022

Name of Organisation	Post Address	Telephone number	Email Address
BURNWOOD MEMORIAL COMMUNITY ASSOCIATION	RUGLEY RD BURNWOOD STAFFORDSHIRE WS7 9BE	01543 672763	info@burntwood institute.org

Main Contact

Name BRIAN HARMAN	Phone 01543 672763
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Organisation details

Type of Organisation	Registration Number	Annual Income (last complete financial year)	Reserves (last complete financial year)
COMMUNITY CENTRE	CHARITY REG 522623	£21,781.00	£55,000

What are the aims of your organisation?

PROVIDING EDUCATIONAL AND RECREATIONAL FACILITIES FOR THE PEOPLE OF BURNWOOD.

ENCLOSURE NO. 3A

Describe the project you want funding for and the reasons and benefits for Burntwood

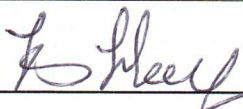
TO INSTALL SOLAR PANELS WHICH WILL
REDUCE ENERGY COSTS AND USAGE, THEREFORE
OUR CARBON FOOTPRINT WILL BE REDUCED.

Financial Information

Total Project Cost	Funding sought from Burntwood TC	Funding secured from other sources
£21,400.00	£6,583.50	£14,816.50

Any other details that may be relevant

WE ARE HOPING TO RECEIVE FUNDING TOWARDS
THE LABOUR COSTS (SEE ABOVE FIGURE). THE
REMAINDER IS BEING FUNDED BY A POTENTIAL
OTHER GRANT AND OUR OWN FUNDS.

Signed  Position in Organisation TRUSTEE Date 12/7/22