

**MINUTES OF THE MEETING OF BURNTWOOD TOWN COUNCIL
HELD IN THE MAIN HALL AT BURNTWOOD MEMORIAL INSTITUTE, RUGELEY ROAD,
BURNTWOOD ON WEDNESDAY 20 JULY 2022 COMMENCING AT 6.00 PM**

PRESENT

Councillor Birch [in the Chair]

Councillors Bishop, Bullock, Coe, L Ennis, Evans, Flanagan, Ho, Norman, Tapper, Taylor, Willis-Croft and Woodward

In attendance

S Lightfoot, Town Clerk

Ms J Minor, Deputy Clerk

County Councillor Cox

County Councillor Wilcox

County Councillor Loughbrough Rudd

Two members of the public

PUBLIC FORUM

No questions were raised by members of the public.

17. APOLOGIES FOR ABSENCE

Councillors Banevicius, Brown [Dispensation], D Ennis, Gittings, Kirkham, M Place, R Place and Westwood.

18. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Evans declared an interest in any discussions concerning CASES as she is a trustee.

19. MINUTES

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

Councillor Flanagan referred to Minute No. 10 – Statement of Accounts and Annual Governance and Accountability Return for Financial Year 2021/22 [second paragraph, last sentence] and asked if the sentence could be amended to more reflect his comments “Considering the Internal Auditor’s comments, he asked if the Town Council should combine the two registers”.

Following a show of hands [11 For, 1 Abstention] it was

RESOLVED That the Minutes of the Meeting of the Town Council held on 11 May 2022 [Minute Nos. 1-16] be received and where necessary approved and adopted.

20. CHAIR'S REPORT

Councillor Birch read out the following statement:

Since our last meeting in May we have held the Jubilee Wakes Festival which was very well supported and attended by people both from Burntwood and further afield throughout the day. The Wakes has become a much-loved tradition in the Town and I look forward to seeing it being well supported in the coming years. Of course, this year it was held slightly earlier in the year than normal due to the Jubilee Celebrations, and it was fantastic to be able to combine the two celebrations and have a bigger budget for this year's event. I am sure though that having seen how successful it was, everyone will agree that it was money well spent. I want to say a big thank you to the local community and stall holders who supported the day and especially thank those Councillors of Burntwood Town Council and the Council Staff who put so much in to organising the day. There were donations for my chosen Charity Papyrus and I look forward to organising some future fundraising events to raise the profile and funds for that important cause.

There have been some other community events that I have attended as well. We saw the opening of the MHA Community Sensory Garden on June the 8th and I opened the open day at Chase View Care Home on the 1st July. Both of these events brought people in the town together and were again real demonstrations of the community spirit we have in our town. What was also pleasing is that both events involved people suffering with dementia and their carers and families. This shows that obtaining our dementia friendly status wasn't just a tick box exercise but something that has helped us to bring recognition to the disease and to raise the profile of the issues in the community and show that the support we have helped to put in place will be ongoing.

Today was of course the day that the Commonwealth Games Queens Baton Relay passed through our town. Many local residents turned out and our staff also put up the gazebo and placed the new electric vehicle in a prominent place to showcase the town council as an active part of the community. I am sure we are all looking forward to the Games with some events being held locally on Cannock Chase.

Over the weekend Lichfield will be hosting its first ever Pride and I will be in attendance in my work capacity. It would be great if we could share any adverts for Lichfield Pride to make sure that this important event is well supported and that people in Burntwood are aware of it and the celebration of our local LGBT+ community.

I would also like to take this opportunity to remind people of the Memory Walk we are holding on 18th September in aid of the Alzheimers Society, starting at Sankey's Corner and going to Swan Island. In order to make the walk inclusive people don't have to walk the entire length and can walk only part of the route if that is all they are able to do. Again this will raise awareness of dementia in the community.

21. MEMBERS QUESTIONS

None received.

22. RISK ASSESSMENT REGISTER

Councillor Woodward asked Members to note the Risk Assessment Register but asked that the Risk Assessment Register be reviewed in depth at a future meeting of the Policy and Resources Committee.

23. BURNTWOOD LIONS

Councillor Evans stated that the Lions do a tremendous job, on behalf of the Town Council, by providing essential "white goods" to vulnerable residents at risk of severe hardship and she felt that the Town Council should continue to support them. It was noted that the equipment was purchased from Hathaways, a local business in Chasetown.

Councillor Ho agreed with supporting this international organisation with a moto of "We Serve".

Councillor Woodward explained that the Lions visit vulnerable residents and check that the applications fit the criteria. The Lions administer the money on behalf of the Town Council.

Councillor Birch suggested that the Lions could be directed to Lichfield District Councillors who each have a community fund.

It was proposed by Councillor Norman, seconded by Councillor Evans and following a unanimous show of hands it was

RESOLVED That the Town Council agrees to fund the White Goods Scheme as administered by Burntwood Lions on the Town Council's behalf in the sum of £3,000 and the Policy and Resources Committee scrutinises the scheme's details and suggest any improvements and efficiencies at a future meeting of that Committee.

24. COMMUNITY GOVERNANCE REVIEW

Councillor Woodward referred to an updated report which went to the Town Council meeting on 16 November. She explained that there was certain anomalies with current boundaries in particular, parts of Henley Close which were in fact currently in Hammerwich Parish. A number of residents of the Triangle Ward in Hammerwich were annoyed that they had not been able to vote in the Burntwood Neighbourhood Plan Referendum because they do not live in the Burntwood Town Council area.

Councillor Woodward explained that in terms of member ratios, there appears to be further anomalies e.g. Hunslet Parish Ward has two members for approximately 1,000 electors yet Boney Hay and Central Ward has 5 members for approximately 3,500 electors and Summerfield and All Saints Ward is a similar ratio. The Highfield Ward is split into three for Parish electoral purposes, allowing individual Members to focus and engage more effectively.

Councillor Woodward asked if the Town Clerk could email all Councillors for their comments and that the comments be collated and submitted to a future meeting of the Policy and Resources Committee be consideration.

Councillor Ho referred to the comments made under numbers 232968 and 232224 of the Review.

25. TOWN DEAL PARTNERSHIP

Councillor Woodward explained that a meeting had recently taken place involving Councillors and Officers from Burntwood Town Council, Lichfield District Council and Staffordshire County Council regarding Sankey's Corner and regeneration opportunities. She explained that there had been a Lichfield District Council Overview and Scrutiny Committee meeting held on 19 July 2022 [Chaired by Councillor Wilcox] where a verbal report relating to the Burntwood Town Deal had been discussed and in particular regeneration opportunities relating to The Oak Public House.

Councillor Woodward referred to the UK Shared Prosperity Fund which the District Council had received funds from. It had been suggested that each of the Councils provide £30,000 for consultancy purposes however it was essential that the Town Council is seen as an equal partner.

Councillor Woodward also referred to the ongoing discussions regarding the Parks and the £15k Town Council plus the £15k District Council investment and the previously discussed community-led work [Friends of Chase Terrace Park].

Councillor Woodward also referred to the Area Action Plan which would cover the whole of Burntwood [regeneration, employment, housing etc].

26. PLANNING AND DEVELOPMENT COMMITTEE – 12 MAY, 14 JUNE AND 11 JULY 2022

It was proposed by Councillor Flanagan, seconded by Councillor Bullock, and following a unanimous show of hands it was

RESOLVED That the Minutes of the Meetings of the Planning and Development Committee held on 12 May 2022 [Minute Nos. 1-7], 14 June 2022 [Minute Nos. 8-13] and 11 July 2022 [Minute Nos. 14-18] be approved as a correct record.

27. POLICY AND RESOURCES COMMITTEE – 08 JUNE 2022

Councillor Norman referred to Minute No. 4 – Terms of Reference and confirmed that these will be considered at the next meeting of the Committee. He confirmed that quotations were being obtained in respect of Minute No. 7 – Bus Shelters.

It was proposed by Councillor Norman, seconded by Councillor Evans, and following a unanimous show of hands it was

RESOLVED That the Minutes of the Meeting of the Policy and Resources Committee held on 08 June 2022 [Minute Nos. 1-14] be approved as a correct record.

28. COMMUNITY AND PARTNERSHIPS COMMITTEE – 22 JUNE 2022

Councillor Woodward referred to Minute No. 10 – Christmas Events and clarified that the Burntwood Action Group's request for a Christmas Tree had been considered on its own merits and the Town Council does not test peoples political views and that Burntwood Action Group is not discouraged from submitting requests for consideration.

Councillor Taylor referred to Minute No. 12 – Better Burntwood Fund – MHA Communities South Staffordshire and in particular Councillor Place's comments. He confirmed that he had emailed Committee Members for their comments due to time restraints. He felt that more applications will be dealt with this way in the future due to time restraints so that the Town Council can be seen to act quickly and he asked if the Town Clerk could design a protocol in order that applications can be decided before a Committee meeting.

It was proposed by Councillor Taylor, seconded by Councillor Norman, and following a unanimous show of hands it was

RESOLVED That the Minutes of the Meeting of the Community and Partnerships Committee held on 22 June 2022 [Minute Nos. 1-15] be approved as a correct record.

29. 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.

30. POLICY AND RESOURCES COMMITTEE – 08 JUNE 2022

See Confidential Minute.

[The Meeting closed at 6.47 pm]

Signed

Date