

**MINUTES OF A VIRTUAL MEETING OF BURNTWOOD TOWN COUNCIL  
HELD ON TUESDAY 20 OCTOBER 2020 COMMENCING AT 6.00 PM**

**PRESENT**

Councillor Evans [in the Chair]

Councillors Birch, Brown, Bullock, D Ennis, L Ennis, Flanagan, Gittings, Ho, Loughbrough Rudd, Norman, M Place, R Place, Tapper, Willis-Croft, Westwood and Woodward

**In attendance**

G Hunt, Town Clerk

Ms J Minor, Deputy Clerk

Marvin Shortman, Community Support Worker, Mental Health Crisis Team

Five members of the public

**SUICIDE AWARENESS**

The Chairman welcomed Mr Marvin Shortman who is a Community Support Worker for the Mental Health Crisis Team and a Staff Governor to the meeting. He has been employed by the trust for ten years and has worked in an inpatient setting and community-based setting.

The aim of the presentation was to provide information for local Councillors on support for residents with mental health issues and mental illness.

Mr Shortman stated that an Access team provides a single point of contact for all the Trust's adult mental health services, including people with dementia. The team provide advice and guidance to individuals, carers and partners. It has the ability to book straight into one of the improved pathway teams to minimise duplication and ensure individuals are supported by the right person, at the right time and in the right place.

Mr Shortman said that he had also included slides on CASS and Step On. CASS's Living Well with Dementia initiative is specifically designed to meet the needs of carers of people living with dementia in Staffordshire. The Step On team, cover the whole of Staffordshire and Stoke on Trent to enable individuals who have or had a mental health diagnosis to gain and retain the type of paid work they choose to have.

Mr Shortman explained that the Zero Suicide Alliance [ZSA] is a collaboration of National Health Service trusts, charities, businesses and individuals who are all committed to suicide prevention. The ZSA is ultimately concerned with improving support for people contemplating suicide by raising awareness of, and promoting, free suicide prevention training which is accessible to all. There are two levels of training:

- Gateway Training that gives those who are interested a taster of how to approach someone who is struggling and takes about 10 minutes.
- Advanced training that takes around 25 minutes to complete and gives you the skills and awareness to recognise when someone may be contemplating taking their own life.

Mr Shortman suggested that it may be useful for Members to undertake the 25-minute training.

Councillor Woodward thanked Mr Shortman for the excellent presentation as she felt that it was important for us all to be aware of mental health needs in our communities. She stated that she was

receiving more enquiries from residents and in our role as community leaders it was important to signpost them to the right people.

Councillor D Ennis stated that he did not know what sought of services were available before the presentation and asked if there was a bigger increase in referrals over the last few months. Mr Shortman advised that during the first lockdown cases had shrunk to three however cases had gone off the scale now and he referred to the Silver Line helpline for older people.

Councillor Birch referred to an app called "Hub of Hope". The Hub of Hope is the country's first nationwide mental health database which brings help and support together in one place. The app will help people to find much needed support using their phone's location to find key services and organisations.

Mr Shortman then answered a number of questions from Members before the Chairman thanked him for his presentation.

## **PUBLIC FORUM**

The Chairman welcomed Ms Michelle Arnott, representing Burntwood Diggers to the meeting, and explained that Ms Arnott would have up to three minutes and can raise more than one issue should she so wish.

Ms Arnott explained that she wanted to promote and create community growing spaces and an allotment site within Burntwood which would be inclusive, diverse, helping to connect people from all backgrounds and to promote better health and wellbeing. Ms Arnott stated that Lichfield have a lot of allotment sites, however, there are long waiting lists, and it would be nice to have a Burntwood Town Council owned allotment site. Ms Arnott referred to her Facebook page entitled Burntwood Allotment Interest Group.

Ms Arnott also made reference to the Town Council legal obligations under the provisions of Section 23[2] of the Small Holdings and Allotments Act 1908 where the "allotment authority" must undertake an assessment of the existing allotments and make good any shortfall in response to demand from local residents. The trigger for this legislation to come into play is a request from six electors for the "allotment authority" to provide them with an allotment.

Councillor Woodward stated that she was grateful for the passion that Ms Arnott brings as people have come to value their gardens and allotments during the Covid-19 lockdown and acknowledged the legal obligation that the Town Council has to undertake an assessment of allotment provision once a request under the Small Holdings and Allotments Act 1908 has been made.

## **47. APOLOGIES FOR ABSENCE**

Councillor Banevicius, Bishop, Kirkham and Taylor [Dispensation].

## **48. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Councillor Flanagan declared a non-pecuniary interest in Agenda Item 7 - Community request for an Assessment of Allotment Provision within Burntwood as his wife is a Trustee on Burntwood Diggers.

Councillor Loughbrough Rudd declared a non-pecuniary interest in Agenda Item 7 - Community request for an Assessment of Allotment Provision within Burntwood as he has asked to be a Trustee on Burntwood Diggers.

#### **49. MINUTES**

Councillor Evans reminded Members of the rules of debate which would be enforced during the meeting and that Members were permitted to speak only once on the same subject.

Councillor Norman referred to video streaming meetings and suggested that the Town Council meetings would be better for the public to view on YouTube.

Councillor Woodward felt that some of the minutes did not reflect the favour of the debate.

She then clarified:

- i. Councillor Place had not been consulted on the additional Council meeting dates because proposals now came direct to the Full Council [Minute No. 40].
- ii. The Minute could read that only Councillor Place was concerned about the health risk of public gatherings. This was not the case as all Members supported the cancellation of the planning Christmas events [Minute No. 42].
- iii. That her remark about the previous administration's spending focus referred specifically on the events budget [Minute No. 44] and was not a general criticism.
- iv. The options outlined in the Staffordshire County Council presentation on public realm works at Sankey's Corner were indicative and no funding had yet been allocated for the project.

Councillor Birch also referred to Minute No. 40 - Council Meetings and stated that even though there were dates on the Calendar of Meetings for the Planning and Development Committee these meetings were unlikely to take place due to Covid-19 restrictions.

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

**RESOLVED** That the Minutes of the Meeting of the Town Council held on 24 September 2020 [Minute Nos. 35-46] be received and where necessary approved and adopted.

#### **50. CHAIRMAN'S REPORT**

Councillor Evans referred to Remembrance Sunday. She confirmed that unfortunately the normal ceremonies of wreath laying and services across the town would not be held this year. However, she felt that it was vitally important we continue to show respect to those who sacrificed their lives for us. She confirmed that Councillor Birch, as Vice-Chairman, would be laying a wreath at Burntwood Memorial and the burial ground at Coulter Lane; Councillor D Ennis, as Deputy Leader, would be laying a wreath at the memorial in Chasetown and as Chairman she would be laying a wreath at St John's Community Church in Chase Terrace. She

also confirmed that County Councillor Woodward would be laying a wreath at St John's Community Church.

Councillor Evans referred to the foodbank and the Burntwood be a Friend initiative and in particular to an email received showing appreciation regarding food collection via Morrisons. She referred to local businesses and asked residents to continue to use local shops if possible, during this difficult time.

Councillor Evans referred to the Town Deal Meetings, which include representatives from both Staffordshire County Council and Lichfield District Council and confirmed that these meetings were still taking place.

Councillor Tapper confirmed that the Conservative Party would also be laying a wreath.

**51. APPROVAL OF PAYMENTS FROM 16 SEPTEMBER TO 15 OCTOBER 2020**

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

**RESOLVED** That the payments from 16 September to 15 October 2020 in the sum of £17,950.17 be approved.

**52. BUDGET VARIATION**

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

**RESOLVED** That approval be given for the virement of £4,709 from the public conveniences budget [cost centre 204] to offset the current deficit.

**53. COMMUNITY REQUEST FOR AN ASSESSMENT OF ALLOTMENT PROVISION WITHIN BURNTWOOD**

Councillor R Place stated that the Conservative Group supports the provision of an allotment and acknowledges the Town Council's legal obligations.

Councillor Tapper stated that there was widespread support for this initiative and asked about the timetable. The Town Clerk explained that the timescale suggested takes account of other staff commitments and due to this being the first time the Town Council has received a request for allotments for many years. Consequently, the process of identifying a suitable site, securing the land and establishing an allotment will need to start from scratch. It is envisaged that this could take a minimum of two to three years.

If a large site needs to be purchased it will have a significant impact on the precept. Mr Hunt confirmed at the moment there is no provision in the budget for allotments. Members felt that the Overview and Scrutiny Committee look at the detailed process and that the Planning Advisory Group was responsible for considering the planning issues of any proposed site.

Councillor Woodward stated that she was pleased to see unanimous support on moving forward with allotments for the town. She explained that it may not happen overnight, but we have taken an important step forward. This will be a long process, with lots of hurdles and budgetary provision will need to be made.

It was proposed by Councillor Woodward, seconded by Councillor D Ennis, and following a vote, 15 for [Councillors Flanagan and Loughbrough Rudd did not vote because they had declared a non-pecuniary interest], it was

**RESOLVED** That authorisation be given to the Town Clerk to undertake an assessment of allotment provision and that the process would be scrutinised by the Overview and Scrutiny Committee.

[The Meeting closed at 7.00 pm]

Signed .....

Date .....

# Resource Pack

The aim of this meeting is to provide information for local councillors on support for residents with mental health issues and mental illness.

The impact Covid may have had on local residents and three issues that may well impact on local residents going forward.

Loneliness

Unemployment

Bereavement

Pre existing Mental illness



Mental health' and 'mental illness' are increasingly being used as if they mean the same thing, but they do not. Everyone has mental health, just like everyone has health. As the World Health Organization famously says, "There is no health without mental health." In the course of a lifetime, not all people will experience a mental illness, but everyone will struggle or have a challenge with their mental well-being (i.e., their mental health) just like we all have challenges with our physical well-being from time to time.

When we talk about mental health, we're talking about our mental well-being: our emotions, our thoughts and feelings, our ability to solve problems and overcome difficulties, our social connections, and our understanding of the world around us.

A mental illness is an illness that affects the way people think, feel, behave, or interact with others. There are many different mental illnesses, and they have different symptoms that impact people's lives in different ways.

# Staffordshire Resource pack



- <https://www.zerosuicidealliance.com>
- Who we are
- The Zero Suicide Alliance (ZSA) is a collaboration of National Health Service trusts, charities, businesses and individuals who are all committed to suicide prevention in the UK and beyond. We are an alliance of people and organisations coming together around one basic principle:
- Suicide is preventable

The ZSA is ultimately concerned with improving support for people contemplating suicide by raising awareness of, and promoting, FREE suicide prevention training which is accessible to all. There are two levels to our training:

- Gateway Training that gives those who are interested a taster of how to approach someone who is struggling and takes about 10 minutes.
- Advanced training that takes around 25 minutes to complete and gives you the skills and awareness to recognise when someone may be contemplating taking their own life.



An Access team provides a single point of contact for all the Trust's adult mental health services, including people with dementia. The team provide advice and guidance to individuals, carers and partners, and the ability to book straight into one of our improved pathway teams to minimise duplication and ensure individuals are supported by the right person, at the right time and in the right place.

Pathway teams, established in line with the nationally developed Mental Health Care Clusters, replace Community Mental Health Teams (CMHTs) by operating a 'hub and spoke' model of service delivery. This model ensures both equity of provision and maintains a local focus across our geographic region.

South Staffordshire Access Team  
Telephone: 0808 196 3002

Email: [access.staffordshire@mpft.nhs.uk](mailto:access.staffordshire@mpft.nhs.uk)

# Step On - Staffordshire mental health employment service

The Step On team, cover the whole of Staffordshire and Stoke on Trent, to enable individuals who have or had a mental health diagnosis to gain and retain the type of paid work they choose to have.

This is called Individual Placement and Support (IPS) and is a model used in mental health to deliver an effective, evidence based service. The team have bases within the mental health community hubs, in the areas of Newcastle-under-Lyme, Staffordshire Moorlands, Stoke-on-Trent, Stafford, Cannock, Lichfield, Burton and Tamworth.

We will allocate you one of our Mental Health Employment Advisors who will arrange an initial meeting with you and your mental health care professional, at a location in the community of your choice, somewhere you feel safe and comfortable. At the meeting we will work together to discuss your employment needs and find out about your current circumstances. We will agree an initial action plan and work together to support you to overcome employment barriers and achieve your goals.

## The IPS Principles

Our service is open to all those who want to work

It aims to find people meaningful employment

We try to find jobs consistent with people's preferences

We work quickly, but also at your own pace

Employment advisors develop relationships with employers based upon a person's work preferences

We provide time unlimited, individualised support for the person and their employer

We offer support with benefits and have good relationships with the Job Centre Plus

We work within community mental health teams



CASS The Carers Association  
CASS ADVICE LINE  
Call us on 01785 606675 (Mon – Fri 9am-5pm).



The Carer's Cafes are monthly social groups open to carers, where they are guaranteed a warm and friendly welcome, opportunities to share experiences, swap tips on caring and have time to talk and make new friends with other carers in the area, refreshments are provided.



Skilled CASS information workers are on hand to provide free and confidential one to one advice and opportunities to discuss any issues that carers may have.

Carers are able to bring along the person they care for as long as they can support the person's needs.

No need to book, just turn up!

Groups are free to attend for all - donations are welcome which help cover the monthly cost of running these groups.

Please see the CASS in the Community poster below for the Carers Café locations and times for the coming month.

Penkridge – meetings are held on the last Monday of every month 10.30am – 12.30pm  
Haling Dene Centre, Penkridge ST19 5DT  
Free parking is available

Tamworth – meetings are held on the 2nd Monday of each month 10.30am – 12.30pm  
At the premises of Age UK, Cygnet Drive, Tamworth B79 9RU  
Free parking is available – spaces may be limited

Wombourne – meetings are held on the 2nd Wednesday of the month 10.30am – 12.30pm  
The Brook Room, Wombourne Civic Centre WV5 9HA  
Free parking is available

For any queries please call our CASS Café Co-ordinator on 07740418643 or for the Wombourne café our Caring Communities Link Worker on 07918603929.

Alternatively contact a member of the CASS team at our office on 01785 222365 or email [enquiries@carersinformation.org.uk](mailto:enquiries@carersinformation.org.uk)



Burntwood – meetings are held on the third Thursday of every month.  
11am to 1pm.  
The Scouts Hut, Ironside Road, Chase Terrace, Burntwood, WS7 1LL  
Free parking is available

Burton – meetings are held on the third Wednesday of every month.  
11am to 1pm.  
Burton Library, Riverside, Burton DE14 1AH  
Limited paid parking is available

Cannock – meetings are held on the first Thursday of every month.  
11am to 1pm.  
St Luke's Church Hall, Church Street, Cannock, WS11 1DE  
Free parking is available – automatic barrier entry

South Staffs – meetings are held on the fourth Tuesday of every month.  
11am to 1pm.  
Codsall Village Hall, Wolverhampton Road, Codsall, WV8 1PW  
Free parking is available

Stafford – meetings are held on the first Wednesday of every month.  
11am to 1pm.  
St Bertelin's Church Hall, Holmcroft Road, Stafford, ST16 1JB  
Free parking is available

For any queries on Living Well with Dementia Groups, please contact our Living Well with Dementia worker on 07740418650.  
Alternatively contact a member of the CASS team at our office on 01785 222365 or email [enquiries@carersinformation.org.uk](mailto:enquiries@carersinformation.org.uk)

CASS's Living Well with Dementia initiative is specifically designed to meet the needs of carers of people living with dementia in Staffordshire.

Carers are supported to look after their own needs and to make a positive difference to their own lives.

Carers will be provided with information to help them build up resilience and reduce the negative impacts of caring.

Skilled CASS information workers are on hand to provide free and confidential one to one advice and opportunities to discuss any issues that carers may have.

What you can expect at a Living Well with Dementia Group:

- A friendly welcome on arrival
- Opportunity to get to know others and share experiences
- Bite-sized information sessions, including independent speakers on relevant subjects
- Refreshments
- Time to socialise, make new friends and talk on a one to one basis with professionals
- Entertainment, quiz or an activity and a raffle.



**No need to book, just turn up!**

**Groups are free to attend for all - donations are welcome which help cover the costs running these groups.**



Helpline:  
0808 808  
1677

Coping with grief ;  
Is this normal?

I'm so angry with everyone. I feel anxious all the time. I feel nothing at all.

The many different aspects of grief can come as a shock - at Cruse people often tell us that they feel like they're going mad, and one of the biggest questions people have is 'Is this normal?'

During the global coronavirus pandemic we are facing a tragic loss of life, often under very difficult circumstances. Being bereaved can be a lonely time, and isolation due to the current situation can make it more difficult.

We are here to support you with information and advice.

<https://www.cruse.org.uk/>



## The Silver Line Helpline

The Silver Line operates the only confidential, free helpline for older people across the UK that's open 24 hours a day, seven days a week, 365 days of the year. Call anytime on 0800 4 70 80 90.

The Silver Line operates the only confidential, free helpline for older people across the UK that's open 24 hours a day, seven days a week, 365 days of the year.

We also offer telephone friendship where we match volunteers with older people based on their interests, facilitated group calls, and help to connect people with local services in their area.

<https://www.thesilverline.org.uk/>