

**MINUTES OF A MEETING OF THE COMMUNITY AND PARTNERSHIPS COMMITTEE HELD AT
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD
ON MONDAY 16 SEPTEMBER 2019 COMMENCING AT 6:00 PM**

PRESENT

Councillor D Ennis [in the Chair]

Councillors L Ennis, Evans, Gittings, Kirkham, Westwood, Willis-Croft and Woodward

In attendance

G Hunt, Town Clerk

Ms J Minor, Senior Administration Officer

Two members of the public

TOGETHER WE'RE BETTER

Members were informed that officers representing Together We're Better would not be attending on this occasion [the Town Clerk had been notified on Friday 13 September 2019]. Members made reference to the fact that this was the second occasion when officers from Together We're Better were unable to attend. Councillor Woodward felt that the Town Council needed to be robust on this occasion as health services in Burntwood were under resourced and made reference to the Sustainability and Transformation Plan. Councillor Evans felt that the Town Council should not be side lined and Councillor Kirkham made reference to health practitioners/GPs who are struggling as well. It was **AGREED** that the Town Clerk should email the Chief Executive of Together We're Better and it was also **AGREED** that Councillor D Ennis, as Chairman of the Community and Partnerships Committee would follow this matter up.

18. APOLOGIES FOR ABSENCE

Councillor Loughbrough Heron.

19. DECLARATIONS OF INTERESTS AND DISPENSATIONS

None declared.

20. MINUTES

RESOLVED That the Minutes of the Meeting of the Community and Partnerships Committee held on 18 July 2019 [Minute Nos. 9-17] be received and where necessary approved and adopted.

21. DEMENTIA ACTION PLAN FOR BURNTWOOD TOWN COUNCIL

Members were informed that the purpose of the report was to set out an action plan for the Town Council that would enable them to make a meaningful contribution to health and social care being undertaken across the town to support people living with dementia and their carers.

Councillor Kirkham stated that the report follows on from the meeting of the Dementia Task and Finish Group which was held on 03 July 2019 and which was chaired by Councillor Evans.

The Town Clerk explained that the number of people with dementia is expected to increase with 1 in 3 people born this year will go onto develop dementia. The Town Clerk stated that the Town Council needed a targeted approach and should focus on what they can do.

Members were informed that despite the Town Council not having a statutory role there are things that they could do to support the work of the lead agencies and the voluntary sector. Members were advised that the disease [dementia is a term used to cover a range of brain related diseases] is having a devastating impact on the community, however, it was important to recognise any role could only be a supporting one. One of the key issues that the Town Council could help to address is lack of awareness and could help by promoting the advice and support that is available in Burntwood; identify any gaps in provision and support the establishment of community or voluntary groups to meet identified need.

Councillor Evans reminded members that dementia was her chosen charity for the year and that the Town Council should move ahead as fast as possible.

It was suggested to enable the Town Council to make the contribution the following action plan be recommended:

Action 1 - All town councillors to undertake dementia friends training.

Action 2 - Member dementia champions to be appointed for Boney Hay, Burntwood, Chase Terrace and Chasetown.

Action 3 - Town councillors to map dementia provision in their respective wards.

Action 4 - A dedicated dementia page be set up on the Town Council's website to promote available dementia advice and support.

Action 5 - Start discussions with the business community regarding how to make shops more dementia friendly.

Councillor Kirkham encouraged all Town Councillors to get involved and make a contribution to the Action Plan.

Councillor Woodward thanked the Dementia Task and Finish Group and stated that firm actions needed to be put in place [recognising the Town Council's supporting role].

Councillor Westwood asked if a timescale for the Action Plan had been set. The Town Clerk confirmed that Dementia Friends Training would be provided for all members prior to the meeting of the Town Council on 28 November 2019 and it was hoped that by Christmas 2019 most of the actions would be underway and/or completed.

Councillor D Ennis felt that everyone could achieve the Action Plan as there were groups already out in the community.

It was also suggested that the Town Council could also use its grant scheme to help establish any new groups that are seeking to provide support in areas of deficit.

RECOMMENDED TO FULL COUNCIL that the Action Plan be received and adopted and that the Town Council's grant scheme be made available to help establish any new groups that are seeking to provide dementia support in areas of deficit.

22. JOINT PARISH COUNCILS MEETING

The Town Clerk made reference to Item No. 3.0 - Joint Meeting [3.1] and confirmed that Councillor D Ennis was in attendance and not Councillor Evans.

Members were informed that the report was for information purposes only.

Members were referred to Minute No. 17.5 [18 July 2019 refers] and informed that a meeting with adjoining Parish Councils had taken place in August. The Town Clerk explained that the key issues of discussion were Chasewater, Burntwood Cemetery, Local Plan Review, Footpaths and Cycleways and public participation in Council meetings.

Members were informed that some progress had been made since the August meeting. A report on public participation at Council meetings was considered by the Policy and Resources Committee on 09 September 2019. It recommended that the public should be able to participate at all Council meetings providing that 3 days' notice was given to the Town Clerk [this would give the Town Clerk time to provide any background information that might be needed to assist the Committee to respond to any issues raised]. Members were advised that investigations had also been undertaken to see on what basis people who lived outside of the parish could be buried in Burntwood Cemetery [a report outlining the findings of these investigations was programmed to go to the Policy and Resources Committee on 19 November 2019]. Members were informed that the Clerks to Burntwood, Norton Canes and Heath Hayes and Wimblebury Parish Councils had met to start working on National Cycleway Route No. 5 [which goes around Chasewater and out westward through Cannock].

Councillor Woodward said that the meeting was not designed to replace the Parish Forum. Instead it would provide the opportunity for more focussed discussions with adjoining Parishes.

Councillor D Ennis felt that the meeting had gone well and that good discussion had ensued.

Councillor Evans felt that the meetings could only be a positive benefit to all concerned.

23. PLAY IN THE PARKS

Members were informed that the report was for information purposes only.

Members were informed that the purpose of the report was to update them on the events delivered this year under the Play in the Parks initiative.

The Town Clerk explained that the events were well attended [attendance ranged from 300 to 500 people depending on the location and the weather]. The Town Clerk explained that the event held at St Matthews Cricket Ground had to be cancelled due to a very waterlogged field.

Members were advised that the format of 2 events per week for 4 weeks delivered from local parks is now well established. The parks used are Burntwood Park, Chase Terrace Park and Redwood Park along with Open House, St Matthews Cricket Ground and more recently Spark.

Members were advised that the net cost to the Town Council for Play in the Parks 2019 was just over £5000 after a £500 grant from the Lichfield Safer Communities Partnership Small Projects Fund. This is approximately £2,000 more than the previous year due to the commissioning of an Events Management Company to manage the events. This was felt necessary to free up Town Council staff and address health and safety concerns. The extra cost was covered from within the approved budget.

Councillor D Ennis explained that these were very small events to begin with but had evolved over time and the Town Council needed to change how the events were managed. Councillor D Ennis stated that apart from two venues, the Town Council worked in partnership with other organisations i.e. St John's Community Church, Spark, Fun Club and Beacon Community Church and that the Town Council needed the organisations to run the events [supported by the Town Council].

Councillor Woodward felt that in previous years July/August and November/December were completely taken up by staff time [organising and running the events]. Councillor Woodward wished it to be recorded and it was **AGREED** that the Town Clerk would write to Mrs Tranter to thank her for her help and assistance in running the events this year. Councillor Woodward made reference to the health and safety issues and how thin these were in the past [young children and bouncy castles].

Councillor Woodward made reference to the social media coverage and still felt that the events offered were good value for money.

Councillor Evans stated that Mrs Tranter knew the events inside and out and also thanked Councillor L Ennis for her help and assistance. It was good to see organisations getting on board however it was vitally important to get the health and safety right.

Councillor Willis-Croft felt that the events should continue to have an input from the Town Council.

Councillor D Ennis agreed that the Town Council should not withdraw entirely. The Town Council would continue to help its partners to take the lead in planning and hosting these events. If different organisations took over control of the events they had more funding opportunities than the Town Council i.e. Bromford's YouCan Foundation Funding where members of the public can apply and the Town Council cannot not.

Councillor Kirkham stated that there were lots of colleges/universities offering Event Management Courses and students could do work experience as the events are held during the summer holidays. It was **AGREED** that Councillor Kirkham would obtain further information, contact details etc.

24. CHRISTMAS EVENTS

Councillor D Ennis stated that he had had an unorganised meeting with Library staff regarding giving out tickets and the queuing system for Santa etc. It had been agreed that the Library would provide the gazebo, queuing system and Friends of Burntwood Library would provide

the presents [funded via the Town Council's grant aid scheme] and the Town Council would provide Santa.

Members were informed that a meeting would shortly be held with Seventeen43 Management with regard to the event management part of the event to ensure that the event run safely.

Councillor Woodward made reference to setting the budget for 2020/2021 and emphasised that the Town Council cannot keep undertaking the events and that the Town Council needed to prioritise [best impact on people in Burntwood]. Councillor Woodward felt that the funfair was not very Christmassy.

Councillor D Ennis explained that the Chasetown events was now being run by Chasetown businesses in that they were getting their own tree, lights, road closure etc.

Councillor Evans made reference to the event in Boney Hay and stated that the area concerned did not have the luxury of many businesses. Councillor Evans made reference to the health and safety aspect of the event and the Town Clerk confirmed that Seventeen43 Management would be asked to manage the event.

Councillor D Ennis confirmed that the businesses in Chasetown were sorting out their own insurance, health and safety etc.

Councillor D Ennis felt that the Boney Hay event was not in a good place and could perhaps be moved to Ryecroft shops and Morley Road shops.

Councillor Woodward stated that Bromford may wish to become involved as there are a lot of Bromford tenants in the vicinity. Councillor Woodward confirmed that there was a Ryecroft Traders Association.

Councillor Kirkham felt that due to decline in resources future proofing the events/strategy was needed as the Town Council may need to nurture some of the events in certain areas.

The Town Clerk made reference to the Better Burntwood Concept [flagging up strong partnership working and focussing of resources which would include future proofing for all community events].

25. ANY OTHER BUSINESS

[Councillor D Ennis suggested that "Any Other Business" should remain on future Agendas [for discussion purposes only] so that future Agenda items could be discussed].

There were no other items of business.

[The Meeting closed at 7.00 pm]

Signed

Date