

Our Ref: GH/JM

25 November 2019

To: All Members of the Community and Partnerships Committee
Councillors Darren Ennis [Chairman], Woodward [Vice Chairman], Laura Ennis, Evans, Gittings, Kirkham, Loughbrough Rudd, Westwood and Willis-Croft

Dear Committee Member

COMMUNITY AND PARTNERSHIPS COMMITTEE

You are invited to attend a meeting of the Community and Partnerships Committee in **The Ron Bradbury Room, The Old Mining College Centre, Queen Street, Chasetown, Burntwood WS7 4QH** on **Monday 02 December 2019 at 6:00 pm** to consider the following business.

Yours sincerely

Graham Hunt
Town Clerk

PUBLIC FORUM

As part of the Better Burntwood Concept and to promote community engagement, the public now has the opportunity to speak at all of the Town Council's meetings. 30 minutes will be set aside at the beginning of this meeting for you to raise issues relevant to the remit of the meeting. 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 your request to speak at least three working days before the meeting. The Chairman of the meeting has the right to reject any representations that he/she considers not to be appropriate for the particular meeting.

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 Chairman know beforehand.

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 11 November 2019 [Minute Nos. 26-34] [**ENCLOSURE NO. 1**].

4. INFORMATION FROM THE MINUTES

5. REVIEW OF THE CHRISTMAS EVENTS

To receive a verbal update from Councillor D Ennis.

6. REVIEW OF COMMUNITY GRANTS [ENCLOSURE NO. 2]

To receive a review of existing community grants schemes and to agree a consolidated scheme.

7. INFORMATION OR ITEMS FOR NEXT MEETING

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. CONFIDENTIAL MINUTES

To approve as a correct record the Confidential Minutes of a meeting of the Community and Partnerships Committee held on 11 November 2019 [Minute Nos. 33-34] [**ENCLOSURE NO. 3 - PINK**].

**MINUTES OF A MEETING OF THE COMMUNITY AND PARTNERSHIPS COMMITTEE HELD AT
THE OLD MINING COLLEGE CENTRE, QUEEN STREET, BURNTWOOD
ON MONDAY 11 NOVEMBER 2019 COMMENCING AT 6:00 PM**

PRESENT

Councillor D Ennis [in the Chair]

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

In attendance

G Hunt, Town Clerk

Ms J Minor, Senior Administration Officer

S Whitehouse, Director, Sustainability and Transformation Partnership [STP]

One member of the public

PUBLIC FORUM

No questions were raised by members of the public.

TOGETHER WE'RE BETTER

Councillor Ennis welcomed Mr Whitehouse to the meeting. Mr Whitehouse firstly apologised for non-attendance at the last two meetings and for the short notice given. Mr Whitehouse gave a brief background into his career path and the proposed Five Year Plan for Staffordshire and Stoke on Trent.

Mr Whitehouse explained that Together We're Better is the Sustainability and Transformation Partnership [STP] for Staffordshire and Stoke on Trent. Together We're Better is one of 44 STPs in England [does not operate in Wales or Scotland]. They are a partnership of NHS and local government organisations, alongside independent and voluntary sector groups, that is working together to transform local health and care services.

Mr Whitehouse explained that other partners included are Cannock Chase CCG; East Staffordshire CCG; North Staffordshire CCG; Stafford and Surrounds CCG; Stoke on Trent CCG; South East Staffordshire and Seisdon Peninsular CCG; Staffordshire County Council; Stoke on Trent City Council; University Hospitals North Midlands NHS Trust; Midlands Partnership NHS Foundation Trust; University Hospitals of Derby and Burton NHS Foundation Trust; North Staffordshire Combined Healthcare NHS Trust; NHS England; Healthwatch Staffordshire, Healthwatch Stoke on Trent, Support Staffordshire and VAST.

Mr Whitehouse explained that the vision continues to be "Working with you to make Staffordshire and Stoke on Trent the healthiest places to live and work".

Together We're Better is about:

- Supporting people to stay well and independent by focusing on preventing ill-health and to self-care
- Treat people as a person, not as a set of health conditions or social care needs
- Making sure they are there when people need them, at the right time and in the right place

- Making health and care support available closer to people's home
- Give mental health equal priority to physical health and wellbeing
- Making sure people's experience of health and care is the best it can be

Mr Whitehouse stated that the aims are to:

- Promote prevention strategies and empower people for self-care and shared decision making
- Co-ordinate and integrate care, with early intervention and step down possible where appropriate and greater use of digital technologies [sharing information]
- Reduce unwarranted clinical variation, through providing evidence-based, effective care and using our workforce in the best way

Councillor Evans stated that she felt that mental health services had been a concern for a long time and it is essential that mental health is addressed [especially in schools]. Mr Whitehouse explained that there is a whole chapter in the Five Year Plan designated/focussed on mental health [early prevention].

Councillor Woodward explained that due to budget cuts, pressure had been placed on Staffordshire County Council and that preventative services had been cut.

Mr Whitehouse explained that they have been refreshing their system plan. This had included having a major engagement programme during the summer with the public, workforce, clinicians, voluntary sector and local councils; quarterly events for Governing Body members [collectively refreshing the priorities]; attendance at GP membership groups/local authority member meetings etc [clinical leads across all work programmes have been involved in shaping the Five Year Plan, taking fully into account the national requirements].

Mr Whitehouse explained the challenges which are faced:

- Health needs including inequalities and life expectancy
- Lifestyle factors
- Service provision
- Workforce sustainability
- Performance including finance

Mr Whitehouse stated that to rise to these challenges they needed to:

- Fundamentally change the way in which they work
- Prioritise their efforts within an unremitting focus on a small number of important imperatives

Councillor Ennis thanked Mr Whitehouse for his informative presentation and it was **AGREED** that the Senior Administration Officer would forward a copy of Mr Whitehouse's presentation to all Members of the Community and Partnerships Committee. It was agreed that due to the General Election [12 December 2019] and the impact of purdah the presentation would be treated Strictly Confidential [PMS3] and not for public use.

26. APOLOGIES FOR ABSENCE

None as all Members were present.

27. DECLARATIONS OF INTERESTS AND DISPENSATIONS

Councillor Woodward declared a prejudicial interest in respect of the grant aid application received from Chasewater Friends as she is joint Chairman.

Councillor Woodward declared a non-prejudicial interest in respect of the grant aid application received from Burntwood Lions as she had received hospitality from them [for which she had declared].

Councillor Woodward declared a prejudicial interest in respect of the grant aid application received from Spark as she is a stakeholder.

Councillor Woodward declared a non-prejudicial interest in respect of Stephen Sutton Bursary [New Life Charity] as she used to work for them.

Councillor Evans declared a non-prejudicial interest in respect of the grant aid application received from CASES as she is a Trustee.

Councillor Evans declared a non-prejudicial interest in respect of the grant aid application received from Chase Terrace Technology College as she is Chair of Governors.

Councillor Evans declared a non-prejudicial interest in respect of the grant aid application received from Chasewater Friends as she is a member.

Councillor Evans declared a prejudicial interest in respect of the grant aid application received from Spark as she attends stakeholder meetings.

Councillor Gittings declared a non-prejudicial interest in respect of the grant aid application received from Spark as she helps out.

Councillor Loughbrough Rudd declared a prejudicial interest in respect of the grant aid application received from Support Staffordshire.

Councillor Willis-Croft declared a non-prejudicial interest in respect of the Stephen Sutton Bursary [Grace Larner] as a member of the family is known to him.

Councillor L Ennis declared a non-prejudicial interest in respect of the grant aid application received from Chasewater Friends as she is a member.

Councillor D Ennis declared a non-prejudicial interest in respect of the grant aid application received from Chasewater Friends as he is a member.

28. MINUTES

It was proposed by Councillor Woodward and seconded by Councillor D Ennis and

RESOLVED That the Minutes of the Meeting of the Community and Partnerships Committee held on 16 September 2019 [Minute Nos. 18-25] be received and where necessary approved and adopted.

29. INFORMATION FROM THE MINUTES

There was no information from the minutes.

30. COMMUNITY GRANTS 2019/2020

The Town Clerk advised Members that thirty one applications from local groups and charities had been received for a range of community projects and that within the current financial year the Town Council had allocated £15,000 for community projects.

The Town Clerk explained that as the grant scheme is over-subscribed each year the Town Council had decided to give priority to applications that:

- Firstly, helped to build capacity within the local community
- Secondly, that were submitted by groups that had not previously submitted applications or were not regular beneficiaries of the scheme. [The community grant is not intended to be a source of year on year revenue funding].

The Town Clerk advised Members that in the context of the priorities nine applications totalling £3,885.94 had been received which were considered to contribute to capacity building in the local community. The applications range from buying in specialist advice to support further fundraising to replacing equipment to help the delivery of health services. It was noted that the application from Support Staffordshire would be jointly supported by County Councillor Helen Fisher [Burntwood South Division] through the People helping People Fund.

The Town Clerk advised Members that fourteen applications totalling £8,877.63 had been received which were considered to also contribute to local capacity building but had received funding in the past. It was noted that the application from the Fun Club would be jointly supported by County Councillor Sue Woodward [Burntwood North Division] through the People helping People Fund. The Town Clerk made reference to the application received from CASES and although in principle this is a service that the Town Council may be willing to fund the Town Clerk raised concern that CASES are not making the most of their premises to raise income and it was **AGREED** that the Town Clerk would hold further discussions with CASES to explore how the walk-in service is funded.

Councillor L Ennis made reference to the two applications which had been received from Spark and Councillor D Ennis explained that these were two separate organisations/identities.

The Town Clerk advised Members that eight applications had been received which were considered not to meet the current Town Council priorities. These applications tended to be for one off events that do not contribute significantly to local capacity building. The Town Clerk advised Members that he had already communicated with the eight organisations informing

them that it was unlikely that they would receive funding and giving them information on alternative sources of funding [i.e. We Love Lichfield].

Councillor Woodward felt that the grant aid scheme needed wider discussion for the future and made reference to Heath Hayes and Wimblebury Parish Council and their Application for Grant [one sheet of A4]. Councillor Woodward made reference to the Burntwood Town Strategy document and the action areas identified.

Councillor Woodward made reference to the grant aid application from Burntwood Lions [contribution to Santa Special to be held at Statfold Barn Railway, Tamworth] and stated that the Burntwood Lions support disadvantage families. The Town Clerk pointed out that the Town Council needed to be consistent and this application was for a one-off event, does not contribute to building capacity and they are a regular applicant.

The Town Clerk advised Members that a report would be going to the next meeting of the Community and Partnerships Committee which would be looking at small grants, service based grants, bigger grants which need to demonstrate value for money [fully costed applications] etc.

It was proposed by Councillor Woodward and seconded by Councillor Evans and

RESOLVED That the Policy and Resources Committee approve the grant applications listed in Appendix 1 and Appendix 2 and refuse the grant applications listed in Appendix 3. [It was noted that not all of the funding had been allocated leaving the Town Council scope to respond to unforeseen circumstances should they arise later in the year - £2,236.43 unspent].

31. UPDATE ON CHRISTMAS EVENTS

Councillor Ennis advised Members that the Co-op [Morley Road] were no longer able to participate in the Boney Hay event, however, Bromford had agreed to participate and have a minced pies stall.

Councillor Woodward stated that she felt that a possible alternative venue from Bells Lane/Longfellow Road would be Morley Road and Councillor Ennis confirmed that he had spoken to the owner of the shopping precinct who was supportive and had had preliminary talks with some of the shopkeepers.

Councillor Evans felt that due to the deprived area that it would be nice to at least continue with the Christmas tree and lights on the Bells Lane/Longfellow Road [as the electricity box was already in situ].

In respect of the Chasetown Christmas Light Event, Councillor Ennis advised that the businesses had asked if they could set the date or if it needed to be the Town Council. Councillor Ennis had advised that as the event is supported and organised through a group of local businesses, then they should be able to set any forthcoming date[s].

Members were advised that the Sankey's Corner event was all organised.

Councillor Ennis stated that it was hoped that as many Town Councillors as possible would attend as many of the events as possible. It was **AGREED** that the Senior Administration Officer would email all Town Councillors with the posters advertising all three events.

32. INFORMATION OR ITEMS FOR NEXT MEETING

Members suggested the following items:

- Review of the Christmas Events
- Review of the Grant Aid Scheme
- Review of the Play in the Parks Events

Councillor Woodward stated that following on from the Together We're Better presentation and publication of the Five Year Plan, the Town Council could hold a workshop.

33. 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.

34. STEPHEN SUTTON BURSARY 2019/2020

See Confidential Minute.

[The Meeting closed at 7:27 pm]

Signed

Date

Burntwood Town Council

Community and Partnerships Committee

2nd December 2019

Review of Community Grants

1.0 Purpose

- 1.1 The purpose of this report is to provide a review of the existing Community grants provided by the Town Council and seek the agreement of the Committee to a consolidated scheme

2.0 Background

- 2.1 Currently the Town Council provides three separate community based grants schemes:

- General Grant Aid Scheme £15,000
- Hardship Fund £10,000
- Stephen Sutton Bursary £2,000

- 2.2 The General Grant Aid Scheme has been in operation for a number of years. The scheme is normally over-subscribed. This year the Town Council received 31 applications totalling £24,947 with over 60% of the applicants having received funding from the Council for the two previous years. The scheme is not intended to be a source of year on year funding.

- 2.3 The applications are variable both in respect of value and scope. For example, the smallest application by value was £100 to buy a Christmas tree and the largest was for £5,000 to support the running of a choir.

- 2.4 The information required to support each application is the same irrespective of the complexity or cost of the proposal. Also until this year the Town Council did not indicate any priority action so its funding was not targeted. However, this year the Council did, in its decision making, prioritise applications that added to community capacity and were from applicants who had not recently received funding from the Council.

- 2.5 This is the second year that the Town Council had made available a hardship fund. This is designed to help families who are currently facing financial challenges buy essential household items such as fridges, cookers and carpets. The fund is not widely publicised and is being delivered on behalf of the Council by Burntwood Lions. They have been delivering a similar scheme for a number of years to good effect.

2.6 The Stephen Sutton Bursary was introduced in 2015 as a lasting tribute to Stephen's life. The Bursary provides grants of up to £1,000 to enable talented local young people to further develop their skills in art, sport or academia. The bursary has not attracted the level of interest that the Council had hoped.

3.0 Key Issues

3.1 The Town Council has been offering grants to support community activity for a number of years. Whilst the principle of supporting community activity remains valid the grant schemes need to be modernised and made more targeted. Particular issues are:

- The application forms do not distinguish between small and large schemes.
- The General Grant Aid Scheme is not targeted and is seen by many local groups as a source of year on year funding.
- The Stephen Sutton Bursary has a very low application rate.
- Better promotion is needed to increase community awareness.

4.0 Proposed Improvements

4.1 To maximise the benefits of the funding and ease of use available, it is suggested that the three grants are consolidated. This will allow the Council, whilst maintaining the aims of the individual grants, to have greater freedom to respond to need and community responses.

4.2 With regard to the general grant aid element of the proposed consolidated fund it is proposed to divide the funding into two pots. The first pot will be used for small community projects (range £100 to £500) and not to require match funding. A simplified application form will be used with an application deadline of 30th September. This will enable the Council to consider all applications at the same time. It is suggested that £5,000 be initially allocated for community projects.

4.3 It is proposed that the second pot will be earmarked to support the initiation or safeguarding of community provided services. A key component of the Better Burntwood Concept is to help the community become more self-reliant. The funding would enable the Council to be pro-active and identify services or projects that is feels are essential to community life. For example this year the Town Council contributed to the cost of re-locating the Community Car Scheme to Burntwood and got the scheme to prioritise Boney Hay. Applications for funding will be by invitation from the Council so there is no need for an application deadline. It is suggested that the initial allocation to this pot will be £10,000.

4.4 It is proposed to leave the 'hardship fund' element of the consolidated scheme in its current form. This is the first year that the fund had been delivered by Burntwood Lions and the effectiveness of this arrangement needs to be monitored and evaluated. It is also proposed to keep the current allocation of £10,000.

4.5 In term of the Stephen Sutton Bursary it is also proposed to keep to the current allocation of £2,000. However it is recognised that the Town Council needs to address the current low numbers of applications. So it is also proposed to consult with the respective school

councils of Chase Terrace Technology College and the Erasmus Darwin Academy as to how best the bursary can be used to support young people.

5.0 Finance

5.1 This report poses no new financial commitments for the Town Council. The proposals within the report are all based within the existing agreed expenditure

6.0 Conclusion

6.1 The current grant aid arrangements needed to be refreshed. The consolidated grant, whilst allowing the aims of the existing grants to be retained, will provide the Town Council with greater flexibility to respond to new challenges and opportunities as they emerge. Making a distinction between small local community projects and essential community services will help the Town Council to support and retain capacity. Finally the limited interest in the Stephen Sutton Bursary needs to be addressed. Seeking the views of young people will be a good starting point for re-vamping the scheme.

7.0 Recommendation

7.1 The community and Partnership Committee is recommended to approve

I) the consolidation of the General Grant Scheme, The hardship Fund and the Stephen Sutton Bursary into Better Burntwood Fund

II) the current rates of Funding for each component of the Better Burntwood Fund

a) Pot 1 Community Project	£5,000
b) Pot 2 Essential Community Services	£10,000
c) Hardship Fund	£10,000
d) Stephen Sutton Bursary	£2,000

III) the consultation with the Chase Terrace Technology College and Erasmus Darwin Academy School councils regarding the future of the Stephen Sutton Bursary

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