



The Old Mining College Centre
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Our Ref: SL/JM

15 March 2022

To: All Members of the Community and Partnerships Committee

Councillors D Ennis [Chair], Westwood [Vice Chair], L Ennis, Evans, Gittings, Kirkham, M Place, R Place and Tapper and Woodward

Dear Committee Member

COMMUNITY AND PARTNERSHIPS COMMITTEE

You are invited to attend a meeting of the Community and Partnerships Committee at **Emmanuel Newlife Church, Cannock Road, Chase Terrace** on **Tuesday 22 March 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 23 February 2022 [Minute Nos. 47-55] [**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 – ACTIVE 60S GROUP

Councillors are recommended to approve a grant in the sum of £400 [ENCLOSURE NO. 2].

7. BETTER BURNTWOOD FUND – BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION

Councillors are recommended to approve a grant in the sum of £500 subject to the following conditions: [a] That the Memorial Institute Committee provide information on how they plan to raise the remaining balance of the project. [b] That the Memorial Institute Committee provide a timescale for the completion of the project [ENCLOSURE NO. 3].

8. BURNTWOOD WAKES PLATINUM JUBILEE CELEBRATION EVENT 2022

The Town Clerk and Councillor D Ennis to give the Committee a verbal update on plans and progress.

9. INFORMATION OR ITEMS FOR NEXT MEETING

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 Chairman 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 Chairman 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 Chairman 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 Chairman 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 Chairman know beforehand.

**MINUTES OF THE MEETING OF THE COMMUNITY AND PARTNERSHIPS COMMITTEE
HELD IN THE HALL, ST JOSEPH'S CHURCH, 123 CANNOCK ROAD, BURNTWOOD HELD ON
WEDNESDAY 23 FEBRUARY 2022 COMMENCING AT 6.00 PM**

PRESENT

Councillor D Ennis [in the Chair]
Councillors L Ennis, Evans, Kirkham, M Place, R Place, Tapper and Woodward

In attendance

S Lightfoot, Town Clerk
Two members of the public

PUBLIC FORUM

No questions were raised by members of the public.

47. APOLOGIES FOR ABSENCE

Councillor Westwood.

48. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

49. MINUTES

With reference to Minute No. 39, it was suggested that a direct approach be made by the Town Clerk to Hammerwich Parish Council's Chair regarding working together, particularly on events such as the Wakes and to arrange to reinstate regular partnership meetings.

Councillor Woodward reported that the Dementia Friendly Community Exhibition "Through my eyes" was launched at the Library today [23 February] and would encourage all members to visit. It was noted that 913 knitted Forget-me-nots had been created and are available through BTC's office for a small donation. Councillor Woodward also would like to offer thanks to Susan Williams of Friends of Burntwood Library for her help and support.

RESOLVED That the Minutes of the Community and Partnerships Committee held on 27 January 2022 [Minute Nos. 32-46] be approved as a correct record.

50. INFORMATION FROM THE MINUTES

There was no information from the Minutes.

51. COMMUNITY ENGAGEMENT

Members noted the following:

- The Exhibition – Dementia Friendly Burntwood – Through my eyes is live at the Library for 6 weeks and will tour the town in the coming months.
- Mercian Labels are hosting a reception at their premises for the Earl of Shrewsbury to mark the recent tree planting in celebration of HM The Queen's Platinum Jubilee, on 11 March. Members are welcome.
- International Women's Day 8 March. It is hoped that BTC will be able to mark this occasion. Councillor M Place will work with the Town Clerk to make arrangements.

52. DEMENTIA FRIENDLY TOWN – APPOINTMENT OF EXPERIENCED ADVISOR

Councillor Evans has worked hard to promote and organise the local community over the last 2 years to become more dementia aware and friendly. The Town Council is seeking recognition of working towards becoming a Dementia Friendly Community.

The Town Clerk offered a verbal report on the work done so far by the local Group, and steps that are being taken at this time, and plans for the future.

It was recommended by the Town Clerk to hire on a freelance temporary basis, the services of an expert professional to guide the Town Clerk, and Councillor Evans (as leader of the Dementia Group) and has identified a suitable individual.

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

RESOLVED That the Committee approve the arrangement that the Town Clerk has made to hire the expert professional and to continue to work towards recognition.

53. BETTER BURNTWOOD FUND

The Town Clerk had received an application for a £500 grant towards the purchase of a defibrillator unit from Burntwood and Cannock Chase Community First Responders.

It was noted that the funds applied for would not cover the cost or purchase, installation or maintenance of the unit.

The Town Council has a plan to roll out more defib units to add to the over a dozen already in place and supported by Councillor D Ennis, who has raised many thousands of pounds for defib initiatives (including running a London Marathon and arranged for a significant donation to B&CCCFR to fund a vehicle). Councillor D Ennis reported that 4 more units are planned for this year. The Town Council have a budget to maintain defib units in place. Councillor R Place suggested looking at further increasing that budget to better support more defib units. Councillor R Place also commended Councillor D Ennis on his efforts and suggested that we engage with groups to determine suitable locations for more defib units.

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

RESOLVED That the application be declined on this occasion and to work together with this group to increase and improve the provision of defib units.

54. BURNTWOOD WAKES PLATINUM JUBILEE CELEBRATION EVENT 2022

Councillor D Ennis reported that event planning is well underway, and a working group is established that meets at noon on Fridays. All members are welcome to join. The meeting is a hybrid meeting via Zoom – members can get details from the Town Clerk.

There was a discussion about producing a Platinum Jubilee Calendar to promote all the events that are likely to be taking place in the town, and also how best to market the events.

A detailed report will be coming forward with detailed arrangements shortly.

55. INFORMATION OR ITEMS FOR NEXT MEETING

Councillor Woodward noted that there will be several more Dementia Friendly events in the pipeline soon, including a memory walk, a Dementia Friendly film night, story-telling and awareness events. Dementia Awareness Week is in May.

It was also noted that the Great British Spring Clean event is in April, and the Town Council would be supporting and working with Burntwood Litter Heroes.

[The Meeting closed at 7.30 pm]

Signed

Date

Burntwood Town Council

22 March 2022

BETTER BURNTWOOD FUND

1.0 Purpose of the Report

1.1 To consider an application for grant from Active 60s Group for £500.

2.0 Background

2.1 The Town Council has run a community grants scheme for several years. At its meeting on 02 December 2019 the Town Council decided to re-design the scheme so it could be used to help build capacity and resilience in the community over the coming years. Renamed the Better Burntwood Fund the scheme now provides support in several ways:

- Funding of up to £500 for local groups wishing to provide activities and support for their community
- Funding for third sector organisations that provide services to the local community at the early help stage
- Funding to address emergency household needs
- Educational bursaries

2.2 This report only relates to an application submitted to the Small Grants scheme.

3.0 Objectives of Organisation

3.1 The Group's objectives are for members to 'age well' maintaining health and well-being as they age.

4.0 Purpose of Grant

4.1 To contribute towards rent, refreshments, craft materials, speakers and day trips. Members pay for the trips but coach hire has become quite expensive and the grant would go towards subsidizing the cost.

5.0 Financial Considerations

5.1 The budget allocation for financial year 2021-22 was £25,000 of which £5,000 was allocated for small grants [up to £500]. £847 has already been allocated which leaves £4,153. Sufficient funding is available in the Small Grants Scheme to support this application.

6.0 Legal Context

6.1 The Town Council has the power to provide grants to community organisations through the Better Burntwood Fund under the provisions of its General Power of Competency.

7.0 Conclusion

7.1 The Active 60s Group application does not contain a great amount of details on what exactly they will spend the money on. Also, as a general rule, the Town Council does not fund activities taking place out of town, like day trips.

8.0 Recommendation

8.1 That a grant to a value of £400 be awarded.

Contact Officer

Steve Lightfoot

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Burntwood Town Council

22 March 2022

BETTER BURNTWOOD FUND

1.0 Purpose of the Report

1.1 To consider an application for grant from Burntwood Memorial Community Association for £500.

2.0 Background

2.1 The Town Council has run a community grants scheme for several years. At its meeting on 02 December 2019 the Town Council decided to re-design the scheme so it could be used to help build capacity and resilience in the community over the coming years. Renamed the Better Burntwood Fund the scheme now provides support in several ways:

- Funding of up to £500 for local groups wishing to provide activities and support for their community
- Funding for third sector organisations that provide services to the local community at the early help stage
- Funding to address emergency household needs
- Educational bursaries

2.2 This report only relates to an application submitted to the Small Grants scheme.

3.0 Objectives of Organisation

3.1 The Group's objectives are to hire out the halls and grounds for the people of Burntwood and surrounding areas.

4.0 Purpose of Grant

4.1 Towards new solar panel system installation due to increasing energy costs.

5.0 Financial Considerations

5.1 The budget allocation for financial year 2021-22 was £25,000 of which £5,000 was allocated for small grants [up to £500]. £847 has already been allocated which leaves £4,153. Sufficient funding is available in the Small Grants Scheme to support this application.

6.0 Legal Context

6.1 The Town Council has the power to provide grants to community organisations through the Better Burntwood Fund under the provisions of its General Power of Competency.

7.0 Recommendation

7.1 That the grant be approved, subject to the following conditions:

- That the Memorial Institute Committee provide information on how they plan to raise the remaining balance of the project.

- That the Memorial Institute Committee provide a timescale for the completion of the project.

Contact Officer

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