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Our Ref: SL/JM

21 January 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 in the **Meeting Room, Burntwood Library, Bridge Cross Road, Burntwood** on **Thursday 27 January 2022 at 6:00 pm** to consider the following business.

Yours sincerely

**Town Clerk  
Steve Lightfoot**

**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 17 November 2021 [Minute Nos. 23-31] **[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. CHAIR'S ACTION**

The Committee is asked to endorse the Chair's action to approve the grant to Friends of Burntwood Library in the sum of £435.60 **[ENCLOSURE NO. 2]**.

### **7. CHRISTMAS EVENTS REVIEW 2021**

To review the Christmas Events held in 2021.

### **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. PLAY IN THE PARKS 2022**

To review plans and consider activities for 2022.

### **10. EVENTS CALENDAR 2022**

To discuss the events calendar for 2022.

### **11. BURNTWOOD FUN RUN 2023**

To introduce the idea of creating a new event for 2023 and seek permission to explore the possibilities further with a view to reporting in full to the Committee in June 2022. The Town Clerk will give a verbal presentation.

### **12. DEMENTIA FRIENDLY TOWN**

Councillor Evans to give an update on the Dementia Friendly Town.

**13. BURNTWOOD BID/PARTNERSHIP**

Councillor D Ennis to give a verbal update.

**14. 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.

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>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.</b></p> |
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**MINUTES OF THE MEETING OF THE COMMUNITY AND PARTNERSHIPS COMMITTEE  
HELD IN THE MAIN HALL, BURNTWOOD MEMORIAL INSTITUTE, RUGELEY ROAD,  
BURNTWOOD HELD ON WEDNESDAY 17 NOVEMBER 2021 COMMENCING AT 6.00 PM**

**PRESENT**

Councillor Westwood [in the Chair]  
Councillors Gittings, R Place and Woodward

**In attendance**

Ms J Minor, Deputy Clerk

**PUBLIC FORUM**

There were no questions raised by the public.

**23. APOLOGIES FOR ABSENCE**

Councillors D Ennis, L Ennis, Evans, Kirkham, M Place and Tapper.

**24. DECLARATIONS OF INTEREST AND DISPENSATIONS**

None received.

**25. MINUTES**

It was proposed by Councillor R Place and seconded by Councillor Woodward and following a unanimous show of hands it was

**RESOLVED** That the Minutes of the Community and Partnerships Committee held on 19 October 2021 [Minute Nos. 13-22] be approved as a correct record.

**26. INFORMATION FROM THE MINUTES**

Councillor Woodward asked if everything was in place for the Christmas events. Members were informed that the Christmas trees were being erected and preparations were in place.

Members were reminded that the Morley Road event was on Saturday 20 November, the Bells Lane event was on Monday 22 November, the Chasetown event was on Thursday 25 November, the Sankey's Corner event was on Saturday 27 November and the Swan Island event was on Sunday 28 November and that the Town Council contributes towards each event.

## **27. COMMUNITY ENGAGEMENT**

Councillor Woodward explained that she had dropped information into the "Share Point" however Members stated that they had not received any notification of this. It was **AGREED** that the Town Clerk would look into how the Share Point worked and whether the information provided by Councillor Woodward was visible.

Councillor Woodward referred to Minute No. 17 and in particular the Community Food Store. She informed Members that the store had recently moved to Jervis Court [opposite the Library] at Sankey's Corner and at the moment would be open on Mondays, Wednesdays and Fridays from 10.30 am to 2.30pm. Anybody can become a member for £2 a year and can then choose a set number of items once a week to make up a small or large bag at a cost of £5 or £10. They work in partnership with Fareshare to help prevent food waste and the store is stocked with donated items from supermarkets.

## **28. BETTER BURNTWOOD FUND**

It was proposed by Councillor Woodward and seconded by Councillor R Place and following a unanimous show of hands it was

**RESOLVED** That the application be approved in the sum of £497 in respect of the Fun Club.

## **29. MARKETS**

Members referred to the following Motion that was passed at the Town Council meeting held on 16 November 2021:

"Following the last Community and Partnerships Committee meeting, this Council resolves to take forward the recommendations that were made in regard to the establishment under the Food Act 1984 Part III of a new 'Producer's Market' to take place on the Second Sunday of the month and 'Christmas Market' on last Saturday in November, and authority to enter into a preliminary agreement with Bert & Gerts to provide this market."

It was **AGREED** that further discussion was needed on the markets i.e. costings etc and that a report would go to a future meeting of the Community & Partnerships Committee.

## **30. WAKES [QUEEN'S PLATINUM JUBILEE] 2022**

Members referred to Minute No. 19 and it was confirmed that the Leisure Centre had been booked for Saturday 04 June 2022. Considering Members comments the Astro turf, sports hall, three pitches and the hard core had been booked from 7am to 9pm. It was hoped that the event would include an arena, market, a display by Burntwood Heritage Group etc.

Councillor Woodward stated that it might be a nice idea to provide a Queen's Platinum Jubilee mugs to primarily all primary school children. Members noted that in the circumstance that the Head of State were to change between now and the event date, the event itself could be used as a "Coronation" event.

Councillor R Place referred to correspondence received by Hammerwich Parish Council referring to Operation Bridge and suggested a meeting could be held jointly between Hammerwich Parish Council and Burntwood Parish Council to avoid duplication etc. It was **AGREED** that talks between the Town Council and Hammerwich Parish Council would be followed up through the Town Council's Leadership Team.

**31. INFORMATION OR ITEMS FOR NEXT MEETING**

Members **AGREED** that the next agenda would include updates on: Markets, the Wakes/Events, Dementia Friendly Town [Councillor Evans to be asked to provide a verbal update and/or briefing notes], Christmas Events Review 2021 and the Burntwood Bid/Partnership.

[The Meeting closed at 6:21 pm]

Signed .....

Date .....

# Burntwood Town Council

## 27 January 2022

### CHAIR'S ACTION

#### 1.0 Purpose of the Report

1.1 To make the Community and Partnerships Committee aware of an application from Friends of Burntwood Library in respect of the purchase of Christmas presents for the Sankey's Corner Christmas event. The application was approved by the Chair of the Committee under Chair's Action.

#### 2.0 Background

2.1 The Christmas event at Sankey's Corner is the one where the Town Council provides the most support. It is directly responsible for arranging that the road is closed, hiring the events management company and entertainers. However, since the event was cancelled due to Storm Arwen the Leadership Team agreed that the Christmas presents together with the donated mince pies and mulled wine, that had been secured for the event, would be donated to the event at Chasetown Football Club.

2.2 The application from Friends of Burntwood Library was received just prior to the event and could not be reported to the Committee before the event was due to take place. Therefore, Chair's Action was required.

#### 3.0 Objectives of Friends of Burntwood Library

3.1 To support local community events such as the one at Sankey's Corner.

#### 4.0 Purpose of Grant

4.1 To provide Christmas presents for Santa to give to children on Saturday 27 November 2021 at the Sankey's Corner Christmas event.

#### 5.0 Financial Considerations

5.1 The budget allocation this year for the Christmas Events was £4,000. However, Members will recall that at the Community and Partnerships Committee meeting held on 19 October 2021 it was resolved that an additional £4,113.84 be transferred within cost centre 213 from nominal code 4390 to nominal code 4262. This would enable the planned expenditure to be undertaken in full. Sufficient funding is now available in the Events budget to support this application in the sum of £435.60.

#### 6.0 Legal Context

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

6.2 Under the provisions of Financial Regulation 3.1 the Chair of the Committee, in conjunction with the Town Clerk, is empowered to approve expenditure of less than £1,000 within an approved budget.

## **7.0 Conclusion**

7.1 Following the cancellation of the Sankey's Corner event it made sense to donate the Christmas presents, minced pies and mulled wine to the community event at Chasetown Football Club on Sunday 05 December. Any money raised at the event will go to help homeless people and it also gives a drop off point for blankets that can be distributed.

## **8.0 Recommendation**

8.1 The Committee is asked to endorse the Chair's Action to approve the grant to Friends of Burntwood Library in the sum of £435.60.

### **Contact Officer**

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