

**MINUTES OF THE MEETING OF THE COMMUNITY AND PARTNERSHIPS COMMITTEE
HELD IN THE MEETING ROOM, THE OLD MINING COLLEGE CENTRE, QUEEN STREET,
BURNTWOOD ON THURSDAY 07 SEPTEMBER 2023 COMMENCING AT 6.00 PM**

PRESENT

Councillor P Taylor [in the Chair]

Councillors Coe, D Ennis [via Microsoft Teams], Evans, Gittings, S Taylor, Tranter, Willis-Croft and Wittstock

In attendance

S Lightfoot, Town Clerk

Ms J Minor, Deputy Clerk

Ms K Horner, Community Development and Engagement Officer

One member of the public

PUBLIC FORUM

No questions were raised by members of the public.

12. APOLOGIES FOR ABSENCE

Councillor R Ennis [Prior Commitment]

Councillor Kirkham [Unwell]

The reasons for the apologies were approved.

13. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Willis-Croft referred to Agenda Item 6 – Better Burntwood Fund and in particular the application received from Burntwood Breast Care as he is a regular attendee at their meetings which are held once a month.

14. MINUTES

The Chair reminded Members that they were being asked to comment solely on the accuracy of the Minutes.

The Community Development and Engagement Officer asked if resolution [a] to Minute No. 8 – Better Burntwood Fund – Residents Survey could be amended to read: That [a] the Priority Areas be [1] Youth Services [11-18 years] and [2] Mental Health and Wellbeing Support for Adults.

It was proposed by Councillor Evans and seconded by Councillor Tranter and following a unanimous show of hands it was

RESOLVED That the Minutes of the Community and Partnerships Committee held on 05 July 2023 [Minute Nos. 1-11] be approved as a correct record subject to the above change to resolution [a] to Minute No. 8 – Better Burntwood Fund – Residents Survey.

15. INFORMATION FROM THE MINUTES

There was no information arising from the minutes.

16. COMMUNITY ENGAGEMENT

In the absence of Councillor Kirkham, Councillor P Taylor asked if any Member wishes to raise anything with Staffordshire Police could they please email Councillor Kirkham direct as she will be chairing her next IAG Meeting at Staffordshire Police HQ on Saturday 09 September [they will be focussing on force contact at the meeting]. Councillor Kirkham also wished it to be known that she chaired the Stakeholder Panel last week to recruit the new Deputy Chief Constable and she hoped to continue strengthening links and contacts.

Councillor Evans explained that she had, together with Councillors Gittings, Tranter Woodward and Coe and the Community Development and Engagement Officer attended a joined-up meeting on 06 September between Burntwood Dementia Friendly Community and Lichfield Dementia Friendly Community to talk about how the two groups could work together to raise awareness of dementia across the whole of Lichfield District and better support people affected by dementia. The group is looking forward to collaborating more and sharing ideas and information. Councillor Evans thanked Chasetown Football Club for hosting the meeting and the Burntwood Dementia Friendly Community's Chair, Susan Williams, for steering the meeting.

Councillor P Taylor explained that he together with the Community Development and Engagement Officer had met with representatives from the Lichfield Garrick on 06 September. The Community Development and Engagement Officer stated that the Garrick Theatre had launched a new initiative to mark its 20th anniversary - "Garrick 20" which will see the team from the Garrick Theatre spend 12 months supporting 20 local artists and/or community groups across the whole of the district. It was hoped that these meetings would improve the arts provision in Burntwood and strengthen links with the Garrick Theatre. Councillor Evans felt that it was important for the Garrick Theatre to become more involved in Burntwood as for a long time Burntwood council taxpayers had contributed towards the theatre and holding events in Burntwood would make them more accessible to people living in Burntwood.

17. BETTER BURNTWOOD FUND

17.1 Lichfield and Burntwood Repair and Share Café [part of Transition Lichfield]

The Town Clerk stated that the repair café repaired items for people so that they could be used rather than thrown away. He pointed out that the repair café had received support from Lichfield City Council for their Lichfield repair café and was just mirroring the request for the Burntwood repair café e.g. room hire costs.

Councillor Evans felt that it was important to support the repair café in Burntwood as people do not just want to throw items away. Councillor Willis-Croft asked if the repair café had tried another venue e.g. the Memorial Hall as the cost of hiring space at the Memorial Hall could be cheaper and they have a large car park.

Councillor P Taylor asked if the repair café could be given the information regarding potential other venues and potential funding sources/options to cover the cost of room hire [core costs].

It was proposed by Councillor P Taylor and seconded by Councillor Tranter and following a unanimous show of hands it was

RESOLVED That £400 be awarded to the Lichfield and Burntwood Repair and Share Café [part of Transition Lichfield].

17.2 Chase Terrace Academy with Burntwood Action Group

The Community Development and Engagement Officer informed Members that the grant would support Burntwood Action Group in the production of poppies for the community armistice display in Princes Park. The money would be used to support the buying of paint and supplies for the installation enabling the school to engage in the project without using school funds. The project aims to show a community spirit between the school and a community group.

Councillor Tranter stated that Burntwood Action Group were quite pro-active in the Princes Park part of Burntwood and including school children in community engagement/projects is a good idea.

Councillor Gittings asked if there was any money for other parts of Burntwood. The Town Clerk confirmed that he was currently looking at purchasing 4 Unknown Tommy Statues to be placed around the town. Councillor Coe thought that this could be a pilot scheme to raise awareness and this might encourage other community groups and/or schools to participate in the future.

It was proposed by Councillor Coe and seconded by Councillor Evans and following a unanimous show of hands it was

RESOLVED That £360 be awarded to Chase Terrace Academy subject to Burntwood Town Council being recognised in all public relations material.

7.3 Burntwood Breast Care

The Town Clerk stated that Burntwood Breast Care were very visible in the community and support such events as the Burntwood Producers Market and Burntwood Wakes. He explained that the group do have significant reserves and Councillor Tranter asked if the group had been asked how they were going to use their reserves. Councillor Gittings explained that the group, following initial diagnosis, send bouquets to breast care cancer sufferers, help with bills, invite them to join the group etc.

Councillor Evans felt that the group does an excellent job however the application was not for a specific project.

Councillor P Taylor referred to the meeting of this Committee held in December 2022. The group were repeating that request to cover core costs e.g. room hire costs. The Committee discussed the opinion that whilst they are keen to support the group, it was not the purpose of the Better Burntwood Fund to provide ongoing core funding. He asked if the group could be advised of alternative sources of funding.

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

RESOLVED That £250 be awarded to Burntwood Breast Care.

18. WAKES FESTIVAL

Councillor P Taylor explained that despite the weather, he felt that the Wakes Festival had been a success. He confirmed that the online survey was still a growing document. The survey is open and will close at the end of the month to give people a chance to participate. The Community Development and Engagement Officer displayed the results as of 07 September on the screen and gave a snapshot of

people's views. She explained that as of 07 September 51 people had given their views on such things as location, parking, attractions, budget etc.

Councillor Tranter felt that a copy of the slides should have been given before the meeting so that this could be studied as she felt that it was difficult to digest the content of the slides at the meeting.

It was **AGREED** that the survey would close at the end of September and that the Community Development and Engagement Officer would email Committee Members thereafter with the results/feedback.

Councillor Evans felt that the free event was popular with the community and with the cost-of-living crisis the Town Council had managed to feed many children on the day thanks to Tara Group's sponsorship. She felt that, if possible, more sponsors were needed to help with the budget/costs of the event.

Councillor S Taylor stated that she would like to see the woodland school at the event and for the event to be more eco-friendly e.g. use of recyclable materials. She suggested a Park and Ride Scheme to try and alleviate the parking issues. Councillor P Taylor felt that the pre-event publicity needed to encourage walking to the event and no parking on-site.

Councillor Tranter explained that previously the Town Council had tried a minibus scheme where members of the public could hop on at designated stops on the edge of the Town and transported to the leisure centre and back for free.

Councillor P Taylor explained to Members that there had been an underspend of £5,647.22 from the allocated £16,000 budget and he suggested that the Committee asks for a similar budget for the 2024 event. He felt that Burntwood Leisure Centre was centrally located and asked if perhaps the sports hall **and** a small room/studio could be booked as a contingency as the inflatable company this year had offered to put up a smaller inflatable inside due to weather conditions but there was no room available as the sports hall was full. Following a discussion about the possible dates on which to hold it, Councillor P Taylor suggested that the Wakes Festival date be kept to the third Saturday in July i.e. 20 July 2024.

It was proposed by Councillor Evans and seconded by Councillor S Taylor and following a unanimous show of hands it was

RESOLVED That a similar budget be requested for the 2024 event, that the location of the event remains at Burntwood Leisure Centre and the date of the 2024 event be Saturday 20 July 2024.

19. BURNWOOD PRODUCERS MARKET – ARRANGEMENTS FOR 2024

The Town Clerk explained that the market, arranged and funded by the Town Council, had become an established and popular event on the second Sunday of each month from April to October. He stated that if the Committee wishes to see the market continue, it was proposed that specialist event companies be invited to tender for the 2024 season.

Councillor P Taylor explained that there is a cost to the Burntwood council taxpayer of £1,020 plus VAT for each market. Even though a couple of retailers do open e.g. Costa Coffee and Mikey Teas, members of the public are coming to Sankey's Corner specifically for the market.

Councillor Tranter asked if we had a record of the footfall [percentage of people] from the beginning of the markets in 2021 to now. The Town Clerk explained that as a snapshot he would say approximately 1,200 to 2,000 per market depending on weather.

Councillor Evans explained that members of the public had asked for a market and the Town Council had delivered. The markets provide social activities for people which was important and also the stallholders have continued to come. She stated that it was not a zero cost to the Town Council which the public may not understand.

Councillor S Taylor stated that the stallholders were also promoting the event through social media channels.

Councillor P Taylor stated that even though we do not run the market for the benefit of the stallholders, happy stallholders indicates that residents are attending and using the market. He felt that having the Town Council gazebo at every event provided a regular engagement opportunity/platform for Councillors and Officers to engage with members of the public.

Following a show of hands, it was

RESOLVED That

[a] the market would continue in 2024 on the second Sunday of each month from April to October.

[b] a budget request of £8,800 be requested [an increase of 10%] for 2024 [Members were reminded that Full Council sets the budget].

[c] specialist event companies be invited to tender for the 2024 season.

20. BURNTWOOD TOWN COUNCIL STUDENT AWARD IN MEMORY OF STEPHEN SUTTON MBE

The Community Development and Engagement Officer asked Members to agree the process of selecting two recipients of the Burntwood Town Council Student Award in memory of Stephen Sutton MBE.

Councillor Tranter stated that she preferred Option 1 – all applications be brought to Community and Partnerships **full** Committee so that all Committee Members had the same opportunity to give their views/feedback. Councillor D Ennis felt that another meeting of the Community and Partnerships Committee could be called to discuss the applications received [single item agenda].

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

RESOLVED That a meeting of the Community and Partnerships Committee be called to discuss the applications received [single item agenda].

21. BETTER BURNTWOOD FUND – UPDATE ON COMMISSIONING

Councillor P Taylor pointed out that this item was just a continuation of discussions which the Committee had previously had. The Community Development and Engagement Officer provided a verbal update to inform Members that the Better Burntwood commissioning programme is almost ready to be launched. The application form and criteria are being finalised and will be passed to the Chair and

Vice Chair of the Committee, and the Leader and Leader of the Opposition next week for agreement before promotion will begin.

22. PLAY IN THE PARKS 2023

The Town Clerk stated that he was very proud of the play in the park events. By working in partnership with stakeholders in the Town, the Town Council was able to deliver the events free of charge to families. With the cost-of-living crisis the Town Council had managed to feed many children at a couple of the events thanks to Tara Group's sponsorship. However, he felt that this may have caused an expectation by parents that expected food to be available at every event. The Town Clerk paid tribute to the Deputy Clerk for her skilful hard work and dedication to the planning and execution of this program of events.

Councillor Evans stated that the events were free for people to attend and an added bonus at some events there was free food provided i.e. St John's Community Church which helped to alleviate food poverty in the summer holidays as there is no free school meals.

Councillor S Taylor stated that the Town Council should be capitalising on all the good work done over the summer. Councillor P Taylor stated that the Town Council is primarily the driving force behind the events.

It was proposed by Councillor P Taylor and seconded by Councillor S Taylor and following a unanimous show of hands it was

RESOLVED That Play in the Parks events continue in 2024.

23. BURNTWOOD DEMENTIA FRIENDLY WALK

Members were informed that a Burntwood Dementia Friendly Walk had been arranged to take place on Sunday 01 October and that there will be two options that walkers could take part in:

- Long route - 12pm start from Chasetown Football Club, walking round Chasewater to Sankey's Corner (joining with the short route walkers), down Chasetown High Street and finishing back at Chasetown FC (approx. 5 miles)
- Short route - 1:30pm start from Sankey's Corner, down Chasetown High Street and finishing at Chasetown FC (approx. 1.3 miles)

Councillor Evans asked if Members could push the event so that we get good participation on the day. Councillor P Taylor mentioned purchasing, due to the weather last year, Burntwood Town Council branded umbrellas which could be lent to participants at this and other occasions in the event of bad weather. Umbrellas could also be sold to generate income.

It was proposed by Councillor P Taylor and seconded by Councillor Coe and following a unanimous show of hands it was

RESOLVED That the Town Clerk investigates the purchase of branded Burntwood Town Council umbrellas.

24. CHRISTMAS EVENT – VIREMENT OF FUNDS

Councillor P Taylor explained to Members that there had been an underspend of £5,647.22 from the allocated £16,000 Wakes Festival budget. The Town Clerk explained that the budget for the Christmas Events was currently £6,000 plus other income received of £550, however, the projected spend was approximately £8,800 and he asked for a £3,000 virement from the underspend of the Wakes Festival budget to the Christmas Event budget.

It was proposed by Councillor P Taylor and seconded by Councillor Coe and following a unanimous show of hands it was

RESOLVED That Full Council consider a £3,000 virement from the Wakes Festival budget to the Christmas Events budget.

[The Meeting closed at 7.30 pm]

Signed

Date