

**MINUTES OF THE MEETING OF BURNTWOOD TOWN COUNCIL
HELD AT ST JOHN'S COMMUNITY CHURCH, HIGH STREET, CHASE TERRACE ON
THURSDAY 21 SEPTEMBER 2023 COMMENCING AT 6.00 PM**

PRESENT

Councillor Evans (in the Chair)

Councillors Banevicius, D Ennis, L Ennis, R Ennis, Flanagan, Galvin, Gittings, Hancox (from 6.16 pm), Ho, Kirkham, Norman, P Taylor, S Taylor (from 6.20 pm), Tranter, Willis-Croft, Wittstock and Woodward

In attendance

S Lightfoot, Town Clerk

Ms J Minor, Deputy Clerk

County Councillor Wilcox

County Councillor Loughbrough-Rudd

District Councillor Pullen

1 member of the public

PCSO Small

PC Fitzgerald

PC MATT FITZGERALD, BURNTWOOD YOUTH ENGAGEMENT OFFICER

The Chair welcomed PC Fitzgerald and PCSO Small to the meeting.

PC Fitzgerald explained that the Burntwood Youth Engagement Officer was a new role and was being run as a pilot with Burntwood being the starting point and it was hoped that the Youth Engagement Officer role would spread across Staffordshire. He stated that his role was not only to look at anti-social behaviour but to engage and work with the young people and not against them. He would also be looking at vulnerability as suicide rates were on the rise and with the disruption to schools, prolonged social isolation, health anxiety and economic instability the Covid-19 pandemic had exposed young people to many known risk factors for example mental illness.

PC Fitzgerald explained that he would be having meaningful (face to face) conversations with the young people and will be on foot patrol. It was hoped that he would be able to target specific areas.

Councillor D Ennis stated that it would be good to get regular updates now that PC Fitzgerald had settled into the role, a role that he took up in June of this year and which was based locally. Councillor D Ennis raised concerns as we were heading into the October half term and in the particular the activities at the Leisure Centre where previously the Centre had had to shut due to anti-social behaviour for a period of time over one evening. He confirmed that the security provision had now ended. PC Fitzgerald stated that he was looking at funding to bring back the security however he said that he had good scope to change his shift pattern to perhaps a late shift if needed. He also pointed out that Bonfire Night and Halloween were coming up and that they were looking at directed neighbourhood policing.

Councillor Norman referred to social media platforms to engage with young people and PC Fitzgerald confirmed that he would be attending a training session on 29 September 2023. He explained that there was currently social media platforms for Staffordshire Police and Lichfield Police but no specific account for the work he is doing and he agreed that he needed to be visible on social media.

Councillor Woodward referred to the Town Council Meeting held on 15 March 2023 where Inspector Karen Green had indicated that there would be full policing cover by June 2023

which would include additional officers across the whole of the team. PC Fitzgerald explained that by October 2023 all three teams would have four officers per neighbourhood team and there was currently two PCSOs (namely PCSO Small and PCSO Humphries).

Councillor Willis-Croft pointed out that people only just get to know the PCSOs and then they move on particularly PCSO Passmore. PCSO Small confirmed that he had been in post for approximately 13 years but this was not always the case.

Councillor P Taylor stated that Burntwood already had very successful youth engagement clubs for example Fun Club, Spark, Platinum Boxing and PC Fitzgerald confirmed that he would be contacting them.

Councillor D Ennis thanked PC Fitzgerald and PCSO Small for all their hard work they do in the town and the Chair thanked them for their attendance.

PUBLIC FORUM

No questions were raised by members of the public.

27. APOLOGIES FOR ABSENCE

Councillor Bacon (Unwell)
Councillor Bullock (Work Commitments)
Councillor Coe MBE (Unwell)

The reasons for apologies were approved.

28. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Woodward declared an interest in any discussion relating to Burntwood Be A Friend as she is a Trustee.

29. HUNSLET WARD: CO-OPTION TO FILL VACANCY FOR ONE MEMBER

Members noted that the vacancy had been advertised and that no notice requesting an election had been made. Members were informed that applications to be co-opted had been received from Mr Holdsworth and Mr Swain. Referring to the Town Council's Standing Orders Councillor Evans invited the candidates to give a presentation of up to three minutes. She explained that there would be no further discussion following the presentations. The Town Council suspended Standing Order 1(s) and agreed to conduct the vote by secret ballot. Ballot papers were distributed. The Chair announced the results.

The Chair and Councillor D Ennis welcomed the newly elected Member and thanked Mr Swain for putting his name forward.

Mr Holdsworth, as the successful co-optee signed the Declaration of Acceptance of Office after which he took his place at the table.

With regard to Committee membership, Councillor D Ennis explained that he is intending to do a mini reshuffle of the Committees (in consultation with the Leader of the Minority Group) and will report back in due course.

30. MINUTES

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

It was proposed by Councillor D Ennis, seconded by Councillor Norman, and following a show of hands it was

RESOLVED That the Minutes of the Meeting of the Town Council held on 12 July 2023 (Minute Nos. 18-26) be received and where necessary approved and adopted.

31. CHAIR'S REPORT

The Chair read out the following statement:

Since our last meeting and in conjunction with our sponsors, we have held some very successful events during the summer of Burntwood. The free Wakes was very popular despite the weather and was enjoyed by all ages as feedback has shown us.

Once again, the free Play in the Parks events were extremely successful and apart from one, due to having to cancel because of the awful weather, they were very well attended.

Finally, the markets, which we have organised because the residents asked for them, have been very much appreciated and have gone from strength to strength, both for the public and the stall holders.

For all the above, thanks are due to the organisers and sponsors, who have worked really hard to ensure the success of them.

On the 11 September I attended Smalley Court, as they were celebrating their 40th Anniversary. This gave me the opportunity to speak to the residents and to listen to their stories about their lives, many of whom were born, bred, and worked in Burntwood. I heard some fascinating stories.

Our Dementia Walk is scheduled to take place on 01 October and I hope all of you will participate in whatever way you can. It is important because we need to highlight and support residents who are suffering and their carers.

On Tuesday 26 September I will be attending together with Councillor D Ennis the MacMillan Coffee Morning to be held at Burntwood Leisure Centre where we will be judging the cake competition.

We now look forward to further events planned around the Christmas period by the Town Council.

(Councillor Ho left the meeting at 6.35 pm)

32. MEMBERS QUESTIONS

No questions were raised by Members.

33. UPDATE ON INCOME AND EXPENDITURE COMPARED TO BUDGET

Councillor Woodward referred to 5.1 – The Council is asked to note the current position against budget. Further updates will be provided at subsequent meetings and to assist setting of the budget and precept for 2024/25 - of the Finance Officer's report and explained that previously when she was Leader, she had held pre-budget meetings with the Leader of the Minority Group which she felt had been very productive. Councillor Woodward asked if there was any schedule for pre-budget meetings. The Town Clerk explained that he was waiting for draft budget figures from the Finance Officer.

Councillor D Ennis explained that he had, together with Councillor Norman, had a meeting with officers where questions had been raised and was awaiting information before scheduling a pre-budget meeting.

Councillor P Taylor referred to Page 4 of the Detailed Income and Expenditure spreadsheet and in particular cost centre and nominal cost 213 4390 – Wakes (all expenditure) and explained that even though there appeared to be an overspend of 129.1% this was in fact not a true reflection as it does not reflect the sponsorship income received and in fact there had been an underspend of £5,647.22.

RESOLVED That the current position against budget be noted.

34. BUDGET VARIATION

Councillor P Taylor referred to Minute No. 24 - Christmas Event - Virement of Funds (Community and Partnership Committee Meeting held on 07 September 2023) and explained that there had been an underspend of £5,647.22 from the allocated £16,000 Wakes Festival budget.

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

RESOLVED That a virement of £3,000 from the Wakes Festival budget (213 4390) to the Christmas Events budget (213 4262) be approved.

35. COMMUNITY AND PARTNERSHIPS COMMITTEE – 05 JULY 2023 AND 07 SEPTEMBER 2023

Councillor Woodward referred to Minute No. 9 - 2023 Wakes and stated that the word "man" was not appropriate and suggested more suitable dialect be used in future for example "staffing" of the Town Council gazebo.

Councillor D Ennis referred to Minute No. 19 - Burntwood Producers Market - Arrangements for 2024 and in particular reference to the budget. He explained that this can be taken into account when setting the budget however no decision has been made and reminded Members that Full Council sets the budget.

Councillor Woodward also referred to Minute No. 13 – Declarations of Interest and Dispensations and questioned a Members attendance as this had not been agreed by the Town Council. Councillor Woodward also referred to Minute No. 20 – Burntwood Town Council Student Award in Memory of Stephen Sutton MBE and explained that previously this would have involved a small panel going through the applications in

detail with a recommendation to the full Committee. She queried GDPR and the sharing of young people's personal data and suggested that the meeting should be confidential. Councillor P Taylor explained that the meeting scheduled for 26 October 2023 (which includes the full Community and Partnerships Committee) will be the first opportunity to discuss the applications received following the relaunch of the scheme. This will be a single agenda item and in confidential.

It was proposed by Councillor P Taylor, seconded by Councillor Evans, and following a show of hands it was

RESOLVED That the Minutes of the Meetings of the Community and Partnerships Committee held on 05 July 2023 [Minute Nos. 1-11] and 07 September 2023 [Minute Nos. 12-24] be received and where necessary approved and adopted.

36. PLANNING AND DEVELOPMENT COMMITTEE – 10 JULY 2023, 07 AUGUST 2023, AND 11 SEPTEMBER 2023

Councillor Flanagan referred to Minute No. 24 – BuRRT Update and asked if a copy of the flow diagram could be included as part of the Minute. This was **AGREED** by Members.

It was proposed by Councillor Flanagan, seconded by Councillor Gittings, and following a show of hands it was

RESOLVED That the Minutes of the Meetings of the Planning and Development Committee held on 10 July 2023 [Minute Nos. 7-12], 07 August 2023 [Minute Nos. 13-18] and 11 September 2023 [Minute Nos. 19-24] be received and where necessary approved and adopted.

37. POLICY AND RESOURCES COMMITTEE – 17 JULY 2023

It was proposed by Councillor Woodward, seconded by Councillor Norman, and following a show of hands it was

RESOLVED That the Minutes of the Meeting of the Policy and Resources Committee held on 17 July 2023 [Minute Nos. 1-10] be received and where necessary approved and adopted.

(The Meeting closed at 6.53 pm)

Signed

Date