

Our Ref: SL/JM

28 February 2024

To: All Members of the Community and Partnerships Committee

Councillors P Taylor [Chair], Evans [Vice Chair], Coe MBE, D Ennis, R Ennis, Gittings, Holdsworth, Kirkham, S Taylor, Tranter, Willis-Croft and Wittstock

Dear Committee Member

COMMUNITY AND PARTNERSHIPS COMMITTEE

You are invited to attend a meeting of the Community and Partnerships Committee in **The Meeting Room, The Old Mining College Centre, Queen Street, Burntwood** on **Wednesday 06 March 2024 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 29 January 2024 [Minute Nos. 37-51] [**ENCLOSURE NO. 1**].

4. INFORMATION FROM THE MINUTES

5. COMMUNITY ENGAGEMENT

Councillors and the Community Development and Engagement Officer are invited to report to the meeting any updates or news from community groups within Burntwood.

6. BETTER BURNTWOOD FUND

To consider applications received from:

- i. Burntwood Homing Society [**ENCLOSURE NO. 2A**]
- ii. Garmore Riding School [**ENCLOSURE NO. 2B**]

7. BURNTWOOD LIONS WHITE GOODS SCHEME

Members are asked to agree the items to be included as part of the White Goods Scheme, and the amount of funding allocated each financial year and that the agreed amount is paid annually in April. Members are also asked to agree that a quarterly report be completed by the Lions (see Appendix B) which will provide the Town Council with further insight into the support received by residents including anecdotal information. Members are asked to delegate authority to the Town Clerk to produce a formal agreement with the Burntwood Lions to be approved by the Chair of this Committee [**ENCLOSURE NO. 3, APPENDIX A AND APPENDIX B**]

8. INFORMAL UPDATE ON THE 2024 WAKES

Members to receive an update on the Wakes Festival 2024 [**ENCLOSURE NO. 4**]

9. INFORMAL UPDATE ON THE PLAY IN THE PARKS EVENTS FOR 2024

Members to receive an update on the Play in the Parks Events for 2024 [**ENCLOSURE NO. 5**]

10. CHANGE OF MEETING DATE

Due to a clash of meetings, Members are asked to note that the next Community and Partnerships Committee Meeting will take place on Wednesday 08 May instead of Thursday 09 May.

11. 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.

12. CONFIDENTIAL MINUTES

To approve as a correct record the Confidential Minutes of a meeting of the Community and Partnerships Committee held on 29 January 2024 [Minute Nos. 48-51] **[ENCLOSURE NO. 6 – PINK]**.

13. BETTER BURNTWOOD COMMISSIONING PROGRAMME APPLICATIONS

To approve as a correct record the Confidential Minutes of a meeting held on 08 February 2024 [Minute Nos. 1-4] **[ENCLOSURE NO. 7 – PINK]**.

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 Chair 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 Chair 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 Chair 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 Chair 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 Chair know beforehand.

**MINUTES OF THE MEETING OF THE COMMUNITY AND PARTNERSHIPS COMMITTEE
HELD IN THE MEETING ROOM, THE OLD MINING COLLEGE CENTRE, QUEEN STREET,
BURNTWOOD ON MONDAY 29 JANUARY 2024 COMMENCING AT 6.00 PM**

PRESENT

Councillor P Taylor [in the Chair]

Councillors Coe MBE [from 6.06pm], D Ennis, R Ennis, Gittings, Holdsworth, Kirkham, Tranter, Willis-Croft and Wittstock

In attendance

S Lightfoot, Town Clerk

Ms J Minor, Deputy Clerk

Ms K Horner, Community Development and Engagement Officer

PUBLIC FORUM

No questions were raised by members of the public.

37. APOLOGIES FOR ABSENCE

Councillor Evans [Unwell]

Councillor S Taylor [Unwell]

The reasons for the apologies were approved.

38. DECLARATIONS OF INTEREST AND DISPENSATIONS

With reference to Agenda Item No. 7. ii. Better Burntwood Fund – Burntwood Memorial Community Association, Councillor P Taylor informed Members that he would take no part in the debate and leave the room as he is the Chair of Trustees of that organisation.

With reference to Agenda Item No. 7. iii. Better Burntwood Fund – Magnolia Friends, Councillor P Taylor informed Members that he would take no part in the debate and leave the room as he had worked closely with the organisation as the Memory Café is located at Burntwood Memorial Hall.

With reference to Confidential Agenda Item No. 15 – Lichfield Garrick Theatre and Burntwood Town Council Partnership, Councillor P Taylor informed Members that he would take no part in the debate and leave the room as back in November 2023 the Garrick Theatre offered him two free tickets to their press night showing of Beauty and the Beast. He confirmed that he did not attend the event due to the Town Council's meeting to discuss the Student Award in Memory of Stephen Sutton MBE on 29 November 2023, however, he confirmed that Councillor S Taylor had attended the event along with a family member.

39. **MINUTES**

The Chair reminded Members that they were being asked to comment solely on the accuracy of the Minutes and that the Minutes had been approved at Full Council on 25 January 2024.

As a point of accuracy, Councillor Holdsworth referred to Minute No. 30.2 – Grangemoor WMC Over 50's Lunch Club. He confirmed that he was in favour of the Lunch Club but felt that the application relating to their 10th Birthday Event specifically, was not an appropriate use of funds.

The Town Clerk referred to Minute No. 30.5 – Midland Soccer Academy and confirmed that he had emailed the organisation but was still to receive a breakdown of costs and further information.

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

RESOLVED That the Minutes of the Community and Partnerships Committee held on 14 November 2023 [Minute Nos. 25-36] be approved as a correct record.

40. **INFORMATION FROM THE MINUTES**

There was no information arising from the minutes.

41. **COMMUNITY ENGAGEMENT**

Mind Matters Burntwood

Councillor D Ennis confirmed that he had attended a meeting of Mind Matters Burntwood which was held at Burntwood Library to find out a way of how the group and the Town Council could work together.

[The Peer Support Group in Burntwood is a great example of how people with mental health problems can come together and share their talents to help one another with chat, hints, and tips and through listening. The group is run by a committee of people with lived experience of mental health problems, with a genuine emphasis on helping people to do more from themselves. There is no pressure, this is a wonderful starting point for someone recovering from mental illness who is looking for a welcoming group to connect with. They especially welcome referrals from Social Prescribing Link Workers and other Recovery Workers].

Housing 21

Councillor D Ennis confirmed that he had recently met with Gareth Davies, Local Housing Manager for Housing 21 following a social media post regarding a defibrillator. With regard to maintaining the defibrillator, Councillor D Ennis, working in partnership with Housing 21, had suggested that the defibrillator could be added to the Town Council's run of maintenance work.

[Housing 21 is a leading not for profit provider of Retirement Living and Extra Care for older people of modest means. The retirement housing complex is situated at Smalley Court, Henley Close and they celebrated their 40th Anniversary back in September 2023].

Grangemoor WMC Over 50's Lunch Club

Councillor Tranter explained that Mrs Margaret Watson had sent a letter of thanks to the Town Clerk on behalf of the Lunch Club.

Cinema Showing – Burntwood Memorial Hall

Councillor P Taylor confirmed that the first paid for event with featured film The Great Escaper was held on Tuesday 16 January. He explained that the event had attracted approximately 83 people and had received positive feedback on social media.

[The next cinema showing with featured film The Miracle Club will be shown on Tuesday 20 February at 2pm].

Councillor P Taylor referred to St Anne's Church Film Night which is usually held on a Thursday night at 7.30pm. Admission is free to these events. He explained that he is currently looking at the best way of working together.

Community Development and Engagement Officer

The Community Development and Engagement Officer confirmed that she, together with the Chair of the Council, had attended an event on 22 November at Chasetown Memorial Park where special roses were planted as part of the continuing campaign to raise awareness in the district of knife crime. She confirmed that another Dementia Friendly meeting had taken place which discussed the ongoing aims of the meeting following the closure of the Alheimers Society's Dementia Friendly Community Recognition process and shared updates of dementia friendly activity including a potential diagnosis event in Burntwood.

The Community Development and Engagement Officer confirmed that on 11 January she, together with Councillors Evans, D Ennis and P Taylor had attended the first Memory Café run by Magnolia Friends at Burntwood Memorial Hall.

The Community Development and Engagement Officer explained that she had arranged a Welcome Space Meeting to thank volunteers for their support and to discuss collating information relating to the success of the welcome spaces. Data being obtained includes age categories, gender, and number of attendees as well as case studies.

Even though it falls within another Committee's remit, the Community Development and Engagement Officer confirmed that the cycle racks had been delivered and would be installed by the BuRRT Team next month. She wanted to highlight to Councillors that, as we would like to do some promotion and sought their support with that.

Burntwood Lions

Councillor P Taylor explained that Burntwood Lions administer a fund, the White Goods Scheme, on behalf of the Town Council. Members will recall that on 05 April 2023 this Committee approved that £3,000 be released from the Better Burntwood fund for this purpose, however, this has now been spent.

Councillor P Taylor explained that under the Town Council's Financial Regulations under Chair's discretion, expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget in consultation with the Town Clerk and Chair of the Council.

Councillor D Ennis confirmed that before Christmas he had met with representatives from Burntwood Lions. He explained that the organisation receives referrals from other agencies for example social services, CASES, Bromford and Lichfield District Council and felt that certain organisations should be giving funds themselves. Councillor D Ennis confirmed, after speaking to a representative from Bromford, that Bromford would be looking into the possibility of this from April 2024 as they had funds for this type of work and that Lichfield District Council had given a one-off payment but he did not know if this would continue in the future.

The Community Development and Engagement Officer confirmed that she had recently visited Burntwood Lions representatives and felt that no formal agreement was in place. She felt that the information provided at present by the organisation was limited so she had designed a template [quarterly form] for the organisation to fill in to capture the data. This includes Post Codes, Source of Referral and Case Studies. The Community Development and Engagement Officer confirmed that she would be writing a report for the next meeting of this Committee. The Committee would be asked to review the amount, consider bringing in other partners and it would give the Town Council an opportunity to formalise the agreement.

Councillor P Taylor felt that Post Codes can give details of addresses and suggested that Wards are used if the information is going into the public domain.

Councillor Kirkham asked if the organisation receives training on signposting and referred to associated risk – where does the responsibility lie. The Community Development and Engagement Officer stated that the organisation relies on local knowledge but felt that there was overlaps.

[Social Prescribing Initiative at local libraries aim to improve health and well-being by connecting individuals with mental health, housing, and loneliness issues to informal services and support. This approach connects individuals to activities and services in their community to fulfil their practical, social, and emotional needs].

Councillor Wittstock confirmed that in her employment role within another Council, there is a welfare support fund and asked if Lichfield District Council had such a fund. Councillor P Taylor felt that even if Lichfield District Council did have a fund, even though he was not aware of one, there was still a need in the Town. Councillor Wittstock asked whether the organisation had links with CASES, and Members were informed that the organisation get referrals from CASES. Councillor Wittstock asked how many times can members of the public who are in need ask the organisation for help. The Community Development and Engagement Officer thought it was only once.

Councillor Coe MBE explained that at the Play in in the Parks events last year, a representative from LEAP was there. She explained that LEAP helps to support as many people as possible who are at risk of going into fuel poverty. If you currently claim eligible benefits, or your household income is under £31,000 or you have someone in your household who is classed as vulnerable, you may be eligible for the LEAP scheme. It is open to homeowners, private renters, and social housing tenants. The best way to start is to arrange an advice appointment with one of their energy advisors. After that, they will help determine your eligibility for energy, boiler, or appliance service support. It was believed that this is a 'replacement' scheme for items that are not energy efficient.

Councillor P Taylor asked if other partner organisations contribute towards the fund what consequences would this have. Councillor D Ennis explained that the organisation administers a scheme on behalf of the Town Council and felt that it does not matter where the funds come from. He stated that in 2019 the Town Council had noticed a gap in the Town for this type of scheme. With regard to safeguarding Councillor D Ennis thought that he could not see a problem with a Bromford area representative being present – it is about equipping the organisation with the right support.

Members were informed that the organisation currently had a waiting list of two people in need.

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

RESOLVED That, in consultation with the Chair of this Committee, Chair of the Council and Town Clerk, up to £1,000 be allocated to Burntwood Lions in respect of the White Goods Scheme.

42. **BETTER BURNTWOOD FUND**

42.1 **Burntwood Gardening Guild**

The Town Clerk referred to Minute No. 30.4 Better Burntwood Fund – Burntwood Gardening Guild and confirmed that the information requested had been received and circulated to Members.

Following the additional information received, Councillor D Ennis explained that he was not in favour of subsidising trips and Councillor Kirkham felt that the Better Burntwood Fund scheme was designed to build sustainability and partnership working. Councillor Coe MBE felt that with the cost-of-living crisis, peoples focuses had changed and Councillor Willis-Croft felt that a precedent could be set.

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

RESOLVED That a grant be not awarded on this occasion to the Burntwood Gardening Guild on this occasion.

43. **BETTER BURNTWOOD FUND**

43.1 **Burntwood Litter Heroes**

Councillor P Taylor explained the Litter Heroes objectives and that they were asking for a grant towards equipment, advertising, and high visibility clothing.

Councillor D Ennis explained that he was supportive of the group who were visible around the Town as well as on social media. He confirmed that the group does not have a bank account however, the group have provided links to items previously for example litter pickers and the Town Council have ordered them on their behalf.

Councillor P Taylor suggested that the high visibility clothing could reflect the sponsorship of the Town Council as he felt that the Town Council does not get enough recognition.

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

RESOLVED That up to £500, at the discretion of the Town Clerk, be awarded to Burntwood Litter Heroes.

[Members were referred to Minute No. 38 – Declarations of Interest and Dispensations and having declared an interest, Councillor P Taylor left the room at 6.40 pm. It was proposed that Councillor D Ennis would take the Chair and this was seconded by Councillor Tranter]

43.2 **Burntwood Memorial Community Association**

The Town Clerk explained the application's objectives and Members were informed that a trial afternoon cinema showing of 'Mrs Harries Goes to Parish' had taken place at the Memorial Hall on 14 November. Following that success, the first paid for event had been held on Tuesday 16 January. The Town Clerk confirmed that the purpose of the grant was for the purchase of film projection and sound equipment as the organisation currently relies on equipment lent for each event by Aldridge Cinema.

Members noted that matching funding of £2,500 had been achieved and the outcome of a further application for £1,500 was awaited. Members were informed that a licence needed to be paid for each film.

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

RESOLVED That £500 be awarded to the Burntwood Memorial Community Association.

44.3 **Magnolia Friends**

The Town Clerk explained the application's objectives and Members were informed that Councillors together with the Community Development and Engagement Officer had attended the first Memory Café on Thursday 11 January 2024. The session is run by trained staff providing lots of activities and enhances our dementia friendly town.

Members asked if the Community Interest Company was a shared or guarantee, as there are two forms of registration, as this will determine if they are eligible for grant funding. The Community Development and Engagement Officer confirmed that the group had received support from Support Staffordshire.

It was proposed by Councillor Holdsworth and seconded by Councillor Kirkham and following a unanimous show of hands it was

RESOLVED That £500 be awarded to Magnolia Friends subject to confirmation being obtained by the Town Clerk regarding the Community Interest Company.

[Councillor P Taylor re-entered the room at 6.46pm]

[Councillor P Taylor in the Chair]

44. **BETTER BURNTWOOD GRANT APPLICATION [FUNDING OF UP TO £500]**

With reference to Minute No. 30 – Better Burntwood Fund [Community and Partnerships Committee meeting dated 14 November 2023] the Community Development and Engagement Officer confirmed that following discussions around the quality of the information and detail a revised application form had been designed. Councillor P Taylor stated that the fund was aimed at small groups or brand-new groups and he felt it needed to be as simple as possible. Councillor D Ennis referred to previous discussions in this meeting and asked if the Type of Organisation could be checked. Councillor Willis-Croft asked if the Telephone Number could include both landline and mobile.

Councillor Kirkham referred to metrics and asked how does the Town Council measure success. The Town Clerk agreed that with Cllr Kirkham that data collection is important, and very useful to measure impact, however the small groups offered small grants do not have the capacity to gather meaningful information. The Town Clerk

suggested a simple survey would be developed to gather certain information such as numbers of people engaged and improvement made as a result of the Town Council's grant.

The Community Development and Engagement Officer suggested that a section on current balances [reserves] was also needed.

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

RESOLVED That the application for the Better Burntwood Fund [funding of up to £500] be approved subject to the amendments suggested by Members during the discussion thereon.

45. **BETTER BURNTWOOD COMMISSIONING PROGRAMME APPLICATIONS**

Councillor P Taylor informed Members that 11 applications [7 adult mental health and wellbeing, 3 youth services and 1 joint] for the Better Burntwood Commissioning Programme had been received which he felt was possibly too many for the whole of the Community and Partnerships Committee to review.

RESOLVED That a meeting consisting of a 5-person panel [namely Councillors P Taylor, Evans, D Ennis, Wittstock and Tranter, with Councillor Coe MBE as a backup if Councillor Tranter was unavailable on the date] be held on Thursday 08 February to discuss the applications received [single item agenda].

46. **INFORMAL UPDATE ON THE 2024 WAKES**

Councillor P Taylor gave an update on the format of the 2024 Wakes Festival and welcomed suggestions from Members regarding Entertainment Artists for the stage. Councillor Holdsworth mentioned a new Indie Band. The Town Clerk referred to the uplift in budget for the 2024 event to £16,800. Members were informed that at this stage we can only secure interest from artists to perform on the stage as no sponsorship had been secured. Councillor P Taylor confirmed that he, together with Councillor D Ennis and the Town Clerk would be looking at a sponsorship strategy.

With regard to food stalls, Councillor P Taylor said that he could see a difference between the food stalls [hot food cooked on-site designed to be eaten straightaway] and the food stalls on the market, which were usually pre-prepared and designed to be taken home. It was **AGREED** that the food stalls would remain at £50 per pitch.

With regard to the charity and community stalls Members felt that this part of the Wakes went well. It was **AGREED** that the charity and community stalls would remain at £20 per pitch [charge is refundable upon attendance or cancel with a months' notice].

47. **DISCUSSION OF PLAY IN THE PARKS FORMAT FOR 2024**

The Town Clerk confirmed that eight dates had been allocated for the Play in the Parks events for 2024, however, following the decision last year to provide packed lunches at some of the events he thought that this may have caused an expectation for this year. Councillor D Ennis confirmed that he was in talks with Tara Group regarding food provision for both the Wakes and Play in the Parks events.

Councillor P Taylor informed Members that there may be potential in organising a youth engagement event and if appropriate a report would be submitted for consideration at the future meeting.

48. **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.

49. **CONFIDENTIAL MINUTES**

See Confidential Minutes.

50. **CONFIDENTIAL MINUTES OF THE MEETING TO DISCUSS THE BURNTWOOD TOWN COUNCIL STUDENT AWARD IN MEMORY OF STEPHEN SUTTON MBE**

See Confidential Minutes.

[Members were referred to Minute No. 38 – Declarations of Interest and Dispensations and having declared an interest, Councillor P Taylor left the room at 7.15 pm. It was proposed that Councillor D Ennis would take the Chair and this was seconded by Councillor Tranter]

51. **LICHFIELD GARRICK THEATRE AND BURNTWOOD TOWN COUNCIL PARTNERSHIP**

See Confidential Minutes.

[The Meeting closed at 7.20 pm]

Signed

Date

Burntwood Town Council

Application for the Better Burntwood Fund (funding of up to £500)

Burntwood Town Council is committed to assisting local organisations and groups that provide activities and support to the local community.

Any amount given will be proportionate to the public benefit and must be relevant to the area.

Please provide as much detail as possible and refer to the Guidance Notes and Conditions of Funding before submitting this form.

Name of Organisation	BURNWOOD HOMING SOCIETY
Address	H.Q. BASED @ GRANGEMOOR WORKING MENS CLUB. 112 CANNOCK ROAD BURNWOOD WS7 0BG
Email	
Main telephone No.	

Overview of your organisation including objectives, and membership numbers (how many members live in Burntwood Parish):

WE HAVE 31 MEMBERS OF WHICH 15 ARE RESIDENTS OF BURNWOOD PARISH OTHER MEMBERS ARE FROM BORDERING PARISHES.
OUR MEMBERS RANGE IN AGE FROM 15 TO OVER 80 YEARS OLD.
WE PROVIDE A SPORT AND SOCIAL CLUB TO RACE PIGEONS, WE ALSO SUPPORT OUR PARENT CLUB THE GRANGEMOOR AS NOT ONLY A LANDLORD BUT ALSO A SOCIAL CENTRE. WE AIM TO INFORM THE COMMUNITY ABOUT PIGEON SPORT.

Type of organisation:

☐ Informal group

☐ Company Limited by Guarantee

☐ Registered Charity. Registered Charity
Number _____

☒ Local branch of a national
organisation

☐ Society or Club with Adopted
Constitution

☐ Other (please specify)

☐ Community Interest Company

Have you received any other funding within the last 12 months?:

NO

Describe your project and the support you require:

WE NEED TO PURCHASE A REPLACEMENT MASTER TIMING SYSTEM AND POWER PACK – see the additional notes.

LAST YEAR WE MADE PROVISION AS WE WERE AWARE THAT WE WOULD HAVE TWO EXTRAORDINARY ITEMS OF EXPENDITURE IN THE 2024 SEASON. AS WE ARE ENTIRELY SELF FUNDED THIS MEANT THE MEMBERS WORKED EXTREMELY HARD TO RAISE ADDITIONAL FUNDS. HOWEVER, AS DETAILED ON THE ADDITIONAL NOTES THIS MEANS THAT WE HAVE POTENTIALLY LEFT THE CLUB WITH A SHORT FALL FOR THE 2024 SEASON.

Additional sheet attached ☐

Funding breakdown and total amount requested:

Item	Amount
BRICON CLUB BASE STATION	£275.00
BRICON POWER PACK	£30.00
	Total:£305.00

Who are the project beneficiaries? How will this benefit Burntwood residents?:

CLUB MEMBERS USE AN ELECTRONIC TIMING SYSTEM. THE USE OF THIS SYSTEM MEANS THAT ALL AGES AND ABILITIES CAN FLY/RACE PIGEONS. THIS MEANS THAT BURNTWOOD H.S. IS ACCESSIBLE TO ALL MEMBERS OF THE BURNTWOOD AND SURROUNDING COMMUNITIES.

- ✓ A recent statement of accounts is attached.
- ✓ A copy of our constitution is attached OUR RULES FOR THE 2024 SEASON
- ✓ If successful we agree to appearing in publicity about the funding received across platforms such as Burntwood Town Council's social media channels and website, and in the local media.
- ✓ If successful we agree to acknowledging Burntwood Town Council in any publicity relating to the activity for which the funding has been given.
- ✓ If successful we agree to providing Burntwood Town Council with an update on the outcome of the activity when requested.

By signing and submitting it is accepted that all the above facts are correct, and the funds will only be used for the stated purpose:

Signature	Jacky Woolley
Print Name	Jacky Woolley
Date	01/02/24

Please return to: Burntwood Town Council, The Old Mining College, Queen Street, Burntwood WS7 4QH or email jayne.minor@burntwood-tc.gov.uk.

Burntwood Town Council

Application for the Better Burntwood Fund (funding of up to £500)

Burntwood Town Council is committed to assisting local organisations and groups that provide activities and support to the local community.

Any amount given will be proportionate to the public benefit and must be relevant to the area.

Please provide as much detail as possible and refer to the Guidance Notes and Conditions of Funding before submitting this form.

Name of Organisation	Gartmore Riding School Riding for the Disabled Association group
Address	Gartmore Riding School Hall Lane, Hammerwich BURNWOOD WS7 0JT
Email	gartmoreridingschool@gmail.com
Main telephone No.	

Overview of your organisation including objectives, and membership numbers (how many members live in Burntwood Parish):

Gartmore Riding School Riding for the Disabled group (GRSRDA) offers Equine-based opportunities to adults and children with a broad spectrum of physical and learning challenges and needs. We aim to create a unique and integrated approach to overall well-being in a population group that has few opportunities to improve their physical health and mental wellbeing. This is achieved through the integration of fitness and exercising (in an adapted way) in the outdoors with the therapeutic use of horses, through riding or 'meeting' a pony. The holistic combination of horse therapy, outdoor well-being and fitness is used to engage participants who are often not able to access other types of activities due to their disabilities and needs. The Riding for the Disabled Association works on the principle of 'It's what you *can* do that counts' and we always work towards achieving this by working individually with our riders, parents, carers, guardians and teachers to adapt our offer to suit all the people who come to us.

We also offer RDA qualifications, certificates and rosettes for people through this, that can be adapted to their individual needs.

We collaborate with schools and organisations in Burntwood, including the local Women's Guild who support us by providing Gardening and Maintenance services in our Sensory Garden and outdoor Learning Pathway. We work with Burntwood Schools including Fulfen Primary School and Chasetown Community School and we have also worked with Burntwood Adult Community Learning organisations including Liberty Burntwood.

Many of our riders, paid staff and Volunteers live in Burntwood. We are the only and closest Riding School to Burntwood itself. The number varies, dependent on people's other commitments, interests and hobbies.

Type of organisation:

☐ Informal group

X ☒ Registered Charity. Registered Charity
Number 1176116

☐ Society or Club with Adopted
Constitution

☐ Community Interest Company

☐ Company Limited by Guarantee

☐ Local branch of a national organisation

☐ Other (please specify)

Have you received any other funding within the last 12 months?

We rely on public donations and successful bids to charitable and benevolent funds to enable our charity to operate. We do not receive automatic funding from the Riding for the Disabled Association. In the last year, we have received £500.00 from the RDA to enable us to offer 'Tea with a Pony' to Lichfield Memory Café, which has some members in Burntwood. We received a grant for Christmas Rosettes of £500.00 from Councillor David Smith. We have received a grant from 'We love Lichfield' of £1,000 and some funding from Staffordshire Together for Carers for respite work we have done with young carers, some of whom live in Burntwood. We apply for and receive grants from Staffordshire County Council for HAF and Aiming High.

Describe your project and the support you require:

We want to offer twelve Burntwood-based children with Mental Health challenges and/or Learning Needs from local schools such as Highfield Primary School (6 children) and Fulfen Primary School (6 children), a session based on The British Horse Society's 'Changing Lives Through Horses' programme of stable management Alternative Provision which will be adapted to each of their needs and interests. The intention of the session is to develop the children's self-care skills through looking after a pony.

The children from each school group will visit for one hour. The cost of the sessions is £40.00 per person (x12) per hour (x 2), which totals £480.00. This includes riding hat and boot provision and refreshments. We also want to bid for £20.00 for rosettes to present at the end of the session. This brings our total bid to £500.00.

We would like a representative from Burntwood Town Council to come and present the rosettes to our participants. This will provide a Public Relations opportunity to the Council to promote their support and funding of this scheme.

We know that this kind of provision has been beneficial to a young person from Burntwood who came to us as a new rider and who has gone on to Volunteer for us and she is now at university and returns to us each weekend as a paid member of our staff.

Additional sheet attached ☐

Funding breakdown and total amount requested:

Item	Amount
Burntwood Primary School 1- 6 children x £40 an hour	240.00
Burntwood Primary School 2- 6 children x £40 an hour	240.00
Presentation of a rosette at the end 12 x £2 per rosette	20.00

	Total: £500.00
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Who are the project beneficiaries? How will this benefit Burntwood residents?

The project beneficiaries are twelve children from Burntwood schools who are at risk of self-harm (as identified by their schools). We anticipate that it will have a positive impact on their mental wellbeing and self-care and may help them to re-engage with school or to find a hobby or interest that they have not previously had access to.

We have an inexpensive Sunday morning pony club that they can join that enables them to train to become a young helper with us and go on to become a Volunteer. Our training is based on the RDA's Green Card scheme or the Association of British Riding Schools (of which we are a member) Certificate scheme).

X A recent statement of accounts is attached.

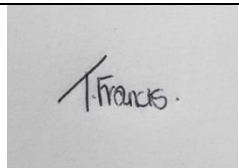
X ☐ A copy of our constitution is attached.

X ☐ If successful we agree to appearing in publicity about the funding received across platforms such as Burntwood Town Council's social media channels and website, and in the local media.

X ☐ If successful we agree to acknowledging Burntwood Town Council in any publicity relating to the activity for which the funding has been given.

X ☐ If successful we agree to providing Burntwood Town Council with an update on the outcome of the activity when requested.

By signing and submitting it is accepted that all the above facts are correct, and the funds will only be used for the stated purpose:

Signature	
Print Name	TRACY FRANCIS
Date	20 th February 2024

Please return to: Burntwood Town Council, The Old Mining College, Queen Street, Burntwood WS7 4QH or email jayne.minor@burntwood-tc.gov.uk.

Burntwood Town Council

Community and Partnerships Committee

Wednesday 6th March 2024

Burntwood Lions White Goods Scheme

1. Purpose of Report

To request that Committee review the agreement for the White Goods Scheme administered by the Burntwood Lions on behalf of Burntwood Town Council.

2. Background

Burntwood Town Council (BTC) began operating a White Goods Scheme which is administered by the Burntwood Lions in 2019. Since then, the Lions have received between £3,000 - £4,000 per year (see Appendix A for payment schedule) to assist vulnerable residents who are in urgent need of essential household equipment such as cookers, refrigerators, washing machines, beds, mattresses, and carpets. White goods are purchased and installed by Burntwood business, Hathaways.

To qualify for the scheme, a referral must be made and a home visit is undertaken by two representatives from the Lions. Referrals are made by organisations such as Lichfield District Council, Social Services, CAB and Bromford who have insight into a resident's financial situation.

During the home visit, the Lions discuss which item is required, measure up and check connections for fitting, and provide an information pack which includes details of local organisations such as Spark, Burntwood Be A Friend and Burntwood Foodbank. They can also provide additional donated household items such as bedding. The Lions are aware of safeguarding processes and where necessary have reported concerns to social services.

The Lions have provided feedback to BTC detailing the items they have purchased and the cost for them, and from their last payment of £3,000 in April 2023 they now have a balance of £39.08 and were last able to purchase an item in November 2023. They are currently operating a waiting list until receiving their next payment in April 2024.

3. Proposal

There has not been a detailed agreement between BTC and the Lions to determine what items can be funded, a routine payment schedule, a fixed annual amount of funding or a regular reporting method.

Members are asked to discuss and agree the following:

- What items should be included within the White Goods Scheme:
 - White goods
 - Beds
 - Carpeting
 - All
- What funding should be allocated per year:
 - A reduction in funding
 - Maintaining funding at £3,000 per year
 - An increase in funding to £4,000 per year

If Members decide to increase funding, the Town Council could allocate an additional £1,000 from the Better Burntwood Fund.

4. Recommendation

That Members agree on items to be included as part of the White Goods Scheme, and the amount of funding allocated each financial year. It is recommended that the agreed amount is paid annually in April.

It is also recommended that Members agree to requesting a quarterly report to be completed by the Lions (see Appendix B) which will provide the Town Council with further insight into the support received by residents including anecdotal information.

It is recommended that Members delegate authority to the Town Clerk to produce a formal agreement with the Burntwood Lions to be approved by the Chair of this Committee.

Contact Officer

Kat Horner

Community Development and Engagement Officer

kat.horner@burntwood-tc.gov.uk

01543 677166



**White Goods Scheme
Payment Schedule – Burntwood Lions**

Tax year	Payments	Total
April 2019 – March 2020	October - £3,000	£3,000
April 2020 – March 2021	May - £3,000	£3,000
April 2021 – March 2022	April - £1,000 July - £1,000 October - £500 January - £750	£3,250
April 2022 – March 2023	May - £1,000 August - £3,000	£4,000
April 2023 – March 2024	April - £3,000	£3,000



Burntwood Town Council

White Goods Scheme

Administered by the Burntwood Lions

Quarterly Report: **October – December 2023**

Date	Client No.	Postcode	Referral Source	Item	Cost
02/10/23	323	WS7 4QW	Social services	Cooker	£299.00
22/10/23	328	WS7 9DR	Bromford	Cooker	£279.00
08/11/23	330	WS7 4QQ	Bromford	Bed	£282.49
13/11/23	332	WS74QQ	Bromford	Fridge	£159.99
28/11/23	335	WS7 1JJ	CAB	Bed	£299.99
28/11/23	331	WS7 2LN	Bromford	Washing Machine	£189.00
28/11/23	334	WS7 4YA	Bromford	Washing Machine	£189.00
28/11/23	333	WS7 3RL	Lichfield DC	Cooker	£269.00
Quarterly total:					£1,967.47
Annual total (from April '23):					£2,960.92
Funding remaining:					£39.08

Case study (October):

328. Single mom, heavily pregnant, moving from Grandma's house to be independent. Won't move in till she has made the flat suitable for her and the child. Not much family support. She has purchased baby items from e-bay and saved for clothes. Referred to spark and community store to help with spreading costs of living alone. She has decorated the baby's room and painted her own bedroom. She was very proud of the items she has managed to secure. Contacted me two weeks later to say she delivered the baby and had established a feeding routine. Fitted the cooker day after she moved in officially. Lovely young woman. Invited her to Santa Special.

Case study (November):

333. Referral from L. One young child. Very poor household. Lovely mother and child. Dad a bit subdued. Needed a cooker. Child's name added to Santa Special list. Mom said she had never seen Santa herself and her child had not either. Dad appeared not interested. Agreed to help with a cooker. Mom using Community store to ensure good food for the child. Once cooker had been delivered, visited family with Christmas gifts. What a difference in the house. It had been cleaned, the kitchen looked lovely and mom had decorated the house. She was so proud of her new cooker and it had made a huge difference to her. She had never had anything new before, and was keen to keep her home looking nice. It was such a change in dad too. He was so grateful for the cooker

and the trip with his family to Statfold Santa Special. Gave lots of thanks. We also supplied bedding and linens, towels and Christmas gifts for them all.

Case study (December):

339. Referred by Bromford. Man moved to a flat with absolutely nothing. He has mental health issues and felt that nobody wanted to help him. He had been through a really bad time. Had previously dealt with Lichfield Housing officer before being moved to Burntwood. He had made the effort to secure some food vouchers via CAB and was pleased to learn about the Community Store. He had purchased a bed and was to receive other items from a friend. He needed a cooker. We helped with kitchen stool and linens. He was so grateful for everything.

Burntwood Wakes 2024

Date:

Saturday 20 July 2024

Location:

Burntwood Leisure Centre. All pitches, hard core and sports hall booked on 03 October 2023.

Budget:

£16,800

Sponsorship:

Yes. Aiming for £15,000 [to £20,000]

Sponsorship Working Group consisting of Cllr P Taylor, Cllr D Ennis, and the Town Clerk [agreed by C&P Cmtte on 14 Nov 23.

Items Booked Already:

Organisation	Items
Lichfield District Council – Tasmin Turner, Health & Wellbeing Development Manager	Soft Archery, Recreational Badminton, Spikeball, Speed Bounce Challenge & Promotional Gazebo
Nature's Burrow Animal Encounters	Petting Zoo
Merlins Magic Show	Punch & Judy Show
J&B Medical Event Services & Security	First Aid & Security
The Best Fun	Inflatables – 70ft Ultimate Challenge, 30ft Event Slide & 30ft Jungle Assault Course [4 hours]
Burntwood Road Sweepers Limited	Portaloos – 5 cold wash units & 1 disabled unit
Staffordshire County Council	Fostering Van
Magic Party	Balloon Modelling
Butterflies Face Painting	Face Painter
Lichfield Falconry and Hawking Centre	Static Birds

Quotes Obtained:

Organisation	Items	Cost
Cannock Chase Radio	Outdoor covered stage, lighting, PA, power generator, back light display, sound and lighting engineers/crew; radio presenters x 3; site visits; delivery	Same price as 2023. They are currently available
Pat Collins Funfairs	Email sent 16.01.24 asking for prices for Miami, Dodgems, 2 x childrens rides and a Ferris Wheel [something different]	Awaiting a response
Deck Chairs	Depends on whether we have a stage [sponsorship]	

Travel Wood	2 buses doing 2 routes	
Bert & Gerts [market]	Option 1 – 10 3m x 3m stalls with tables & weights Option 2 – 20 3m x 3m stalls with tables & weights	
Mikey Teas	Email sent on 17.01.24 re: packed lunches	10p more per packed lunch

Entertainment Suggestions:

Artist	Items Info	Cost
The Fleetwood Mack Experience	Burntwood based FM tribute	TBC
Pseudophonics	Burntwood based Stereophonics tribute	TBC
Gorstey Lee Street Choir	Local band well received last year	TBC
Joseph Davis		TBC

Food Stalls:

Members may have seen on social media that Lichfield Pride is on 19 to 21 July. Members need to decide if they still wish to go ahead at £50 per pitch even though [if the Committee decides to go ahead with an outdoor market again] Bert & Gerts charge £35 per stall/pitch. 23 food stallholders emailed so far. 4 signed up – Jacket Potatoes & Ice Cream Van [2] & Pizzas.

Charity & Community Stalls:

Members need to decide if they wish to charge £20 for charity & community stalls within the Hall. Charge to be refundable upon attendance or if they cancel with a months month. 19 charity & community stallholders emailed so far. 11 spaces taken.

Play in the Parks 2024

Dates & Locations:

Monday 29 July 2024 – Chase Terrace Park [in partnership with St John's Community Church]

Wednesday 31 July 2024

Monday 05 August 2024

Wednesday 07 August 2024

Monday 12 August 2024

Wednesday 14 August 2024

Monday 19 August 2024 – Chase Terrace Park [in partnership with St John's Community Church]

Wednesday 21 August 2024

Budget & Sponsorship:

£9,000

Sponsorship Working Group consisting of Cllr P Taylor, Cllr D Ennis, and the Town Clerk [agreed by C&P Cmte on 14 Nov 23].

Blakemore Foundation [Spar, Burntwood] £150

Items Booked Already:

Organisation	Items
Lichfield District Council – Tasmin Turner, Health & Wellbeing Development Manager	Soft archery, kwick cricket, pop up badminton or volleyball and various challenges etc. Attending on 29 July, 05 August, 12 August, 14 August, and 21 August
Festival Glitter	29 July, 14 August, 19 August & 21 August
Seventeen43 Management	Event Control, Hire of 1 x Event Tent
The Best Fun	Inflatables – all events
Pat Collins Funfairs	31 July, 07 August, 14 August & 21 August
Staffordshire County Council – Fostering Van	29 July, 07 August, 14 August & 19 August

Emails Sent & Quotes Obtained:

Organisation	Items	Cost
Spark – Springhill	Email sent to Spark on 17.01.24 asking if they would be prepared to host two events [as per last year]	
Mikey Teas	Email sent on 17.01.24 re: packed lunches	10p more per packed lunch
M.A.M.A.	Fitness, martial arts, boxing	Awaiting response
MiNDFit	Fitness Trainer	Awaiting response
Morrisons Burntwood	Sent 08.02.2024	Awaiting response
Blakemore Foundation [Spar]	Sent 08.02.2024	Awaiting response