

**MINUTES OF THE MEETING OF BURNTWOOD TOWN COUNCIL
HELD IN THE MAIN HALL, BURNTWOOD MEMORIAL INSTITUTE, RUGELEY ROAD,
BURNTWOOD ON THURSDAY 14 MARCH 2024 COMMENCING AT 6.00 PM**

PRESENT

Councillor Evans (in the Chair)

Councillors Bacon, Banevicius, Coe MBE, D Ennis, L Ennis, R Ennis, Flanagan, Galvin, Ho, Holdsworth, Kirkham [from 6.03pm], Norman, P Taylor, S Taylor [from 6.34pm], Tranter, Willis-Croft, Wittstock and Woodward

In attendance

S Lightfoot, Town Clerk

Ms J Minor, Deputy Clerk

Ms A James, Finance Officer

County Councillor Loughbrough Rudd

County Councillor Wilcox [from 6.02pm]

BURNTWOOD LIONS

The Chair welcomed Frances and John Carr who were representing Burntwood Lions to the meeting. Frances explained that Burntwood Lions were a small group of volunteers, mainly retired professionals, who raise funds to help individuals and families in need, in the Burntwood area.

Frances said that Burntwood Lions raise funds in a variety of ways, for example, market stalls in the town centre once a month, local summer fairs, supermarket collections, sixties dance event and more recently vintage car shows [any opportunity to be involved with community events, to promote their work]. She stated that they help Burntwood Town Council with a white goods scheme, supporting individuals and families struggling financially, to purchase cookers, washing machines, fridges etc. They meet everyone brought to their attention, with a home visit to establish exactly what is required. Often, the need for a piece of equipment is what initially engages the Burntwood Lions with people, but very often there is a need for other support with advice, smaller household items such as bedding, crockery, rugs, and food.

Frances confirmed that referrals for their services come via housing associations [e.g. Bromford], social services, CAB, schools, and local Councillors. She did state that they do not accept direct requests from individuals. Frances confirmed that during their first visit, they provide an information pack containing details of services for families living in Burntwood, especially if they are new to the area. They also find that they are a listening ear or a shoulder to cry on and need to respond accordingly.

Frances explained that their main fundraising enables Burntwood Lions to continue the annual "Santa Special" experience for families with disabled or disadvantaged children. This is held at Statfold Farm, near Tamworth. The families can have a wonderful day in a winter wonderland with rides, exciting things to make and do and a visit to Santa with his elves. All the children they meet during the year are invited to attend this event with their siblings and parents/carers. She explained that the day begins with a ride on the Santa Express Train to Santa's Village and is a day most people never forget. Last Christmas they took almost 600 people to Statfold Farm. It was as good as any Disney Park!

Frances stated that they have a group of "Friends of Burntwood Lions" who assist them at some of the events and they also look to recruit new members to join them. They also provide other free services, including bingo at a nursing home and hand massages/relaxation at Burntwood Library and MHA Communities based at the Old Mining College Centre.

Frances confirmed that during the last eighteen months, Burntwood Lions had received 27 requests for support from Bromford Housing Officers out of a total of 61. Of these the breakdown of items needed were as follows:

- 6 washing machines
- 7 cookers
- 2 beds
- 5 carpets
- 3 fridges
- 1 small household kitchen and lounge items
- 1 Orcam Reader [not in our remit]

Frances confirmed that there was currently two requests for fridges awaiting funding on the waiting list. Since the pandemic, Francis explained that prices of white goods have increased and with less money in many households, requests have increased. They are able to supply smaller items such as towels, duvet sets, pillows, crockery etc from donations from members of the public, mostly brand new.

Frances explained that they also needed to secure a new storage unit to hold all the donated items. Small pieces of furniture are offered to Burntwood Lions on a regular basis, but they have no storage facility for them – their lofts are getting full! Sometimes they need transport and are seeking use of a transport van for occasional use. Any help would be much appreciated.

Councillor Woodward thanked John and Frances for supporting vulnerable residents in Burntwood. She confirmed that Lichfield District Council is also working with voluntary and community organisations to devise a strategy to eradicate food poverty in the district through a food partnership network and suggested that perhaps Burntwood Lions would like to come along to the next meeting. With regard to a storage unit, Councillor Woodward mentioned that the British Heart Foundation had storage facilities so it may be worth contacting them.

Councillor D Ennis confirmed that he had met with Burntwood Lions earlier in the year and referred to the discussion that had taken place at the Community and Partnerships Committee meeting held on 06 March 2024 where it was agreed that a quarterly report would be completed by the Burntwood Lions which would provide the Committee with further insight into the support received by residents including anecdotal information. He did raise concerns regarding the number of referrals from Bromford and confirmed that he is currently in talks with them regarding funding. Councillor D Ennis stated that Bromford would be looking at funding pots available in the new financial year as he thought that they had a 'internal CIL funding for new homes' pot.

Councillor Coe MBE thanked Burntwood Lions for all of the support that they had given Pathway over the years.

PUBLIC FORUM

No questions were raised by members of the public.

66. APOLOGIES FOR ABSENCE

- Councillor Bullock [Work Commitments]
- Councillor Gittings [Personal Reasons]
- Councillor Hancox [Personal Reasons]

The reasons for the apologies were approved.

67. DECLARATIONS OF INTEREST AND DISPENSATIONS

As the Chair's charity was Burntwood Be A Friend, Councillor Woodward referred to her previous declared interest in items referring to Burntwood Be A Friend as she is a Trustee.

68. 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 25 January 2024 (Minute Nos. 52-65) be received and where necessary approved and adopted.

69. CHAIR'S REPORT

The Chair read out the following statement:

First of all can I thank Councillor Coe MBE for taking the last Full Council Meeting which unfortunately I was unable to attend due to illness. Since then however, I have, along with the Leader, attended Ryecroft shopping area to see the new cycle racks installed there and then we went to the Garrick Theatre to launch our partnership with them, which promises to be an exciting opportunity and development for Burntwood.

You have all been notified about my charity quiz night, which is due to be held at the Grangemoor WMC on Saturday 27 April at 7pm on behalf of Burntwood Be A Friend. I am sure you all know that this is an extremely worthwhile charity helping Burntwood residents out in multiple ways. I hope many of you will attend and encourage others as well. It promises to be an enjoyable evening and food is also provided. Please contact Carole at the Old Mining College office for tickets. Tickets are priced at £10 each which includes a buffet. I would also appreciate any raffle prizes you are able to provide, which can either be dropped off at the office or given to me. Please help me to make this event a success for my very worthy charity.

As you may know, the Town Council and the Lichfield Garrick Theatre have recently teamed up to bring a programme of creative activities and events to the town. Community representatives, charities, local groups, and volunteers from Burntwood are invited to a closed showing of Farm Boy on Saturday 23 March at the Memorial Hall. Doors open at 12.30pm for a 1.30pm start. There is no charge to attend the event, but during the afternoon an opportunity will be taken to consult with people present to understand the kind of arts activities they would like to see considered as part of the project. It is hoped that as many Councillors as possible will attend.

As you may be aware, Carole Payne, the Town Council's Administrator will be leaving at the end of the month. I would like to personally thank Carole for all of her hard work over the last 7 years especially in her role as Civic Officer and Cemetery Administrator.

Councillor D Ennis also wished his thanks be recorded to Ms Payne in recognition of her services to the Town Council. He also highlighted the importance of the partnership with the Lichfield Garrick Theatre.

70. MEMBERS QUESTIONS

Councillor Woodward submitted the below question:

Following a wide-ranging discussion earlier this week at the Policy & Resources Committee, can I ask if the Town Council agrees with me that (1) we deplore racism, sexism, ageism, homophobia, transphobia and all such forms of discrimination (as defined in the protected characteristics under the Equalities Act 2010) , (2) we are an inclusive and tolerant organisation which will always seek to represent our residents regardless of their personal characteristics and (3) we will not condone abuse or disrespect towards councillors or staff which does not reflect these values?

Councillor D Ennis, as Leader, provided the following response:

Simply Yes!

Yes, we deplore any forms of discrimination within our amazing Town.

Yes, we are a fully inclusive and tolerant Council.

Yes, we will not condone any abuse to our Staff or Councillors.

These values are important to our residents so they know they can approach our Council and Councillors and be treated professionally and fairly. Also, our Councillors and Staff need to know that we will not accept any form of abuse towards them and we will follow all the correct routes to make sure they are protected. I am sure every Councillor in this room agreed with Sue's question and every Councillor in this room agrees with what's been said. As a show of a commitment to these Values I would simply ask for a show of hands in support of what's been said and show we are united in this.

71. CALENDAR OF MEETINGS

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

RESOLVED That the calendar of Meetings for 2024/25 be received and adopted

72. FINANCIAL UPDATE TO END JANUARY

Councillor Woodward referred to paragraph 3.2 in the Finance Officer's Report and in particular the Lichfield District Council contract maintenance and Staffordshire County Council highways energy and lighting costs. The Finance Officer confirmed that the Lichfield District Council contract maintenance costs related to grass cutting and maintenance at Burntwood Cemetery and traffic island maintenance carried out in 2023/24. She confirmed that the Staffordshire County Council costs related to E.on Energy Solutions Limited who carried out highway lighting maintenance in 2023/24.

Councillor Woodward referred to Cost Centre 107, Nominal Code 4170 Subscription to Other Bodies and the Town Clerk confirmed that the subscriptions related to Co-operative Councils' Innovation Network and Support Staffordshire.

Councillor Woodward referred to Cost Centre 202 – Bus Shelters and the indirect expenditure. The Town Clerk confirmed this was funded from Earmarked Reserves.

RESOLVED That the report of income and expenditure compared to budget for the first 10 months of the financial year, April 2023 to January 2024 be received and noted.

73. EARMARKING OF RESERVES AT FINANCIAL YEAR END

Councillor P Taylor referred to the Town Strategy and to the discussion which had taken place at the Policy and Resources Committee meeting held on 11 March 2024 where it had been agreed that the installation of a flagpole at the Old Mining College Centre be not pursued. With regard to the flagpole at the Library, Councillor D Ennis confirmed that this would be replaced following an incident which had taken place on 11 March which had result in the newly installed flagpole being demolished.

The Finance Officer referred to the Town Strategy and asked Councillors whether they would like to see the unspent 23/24 budget [currently £7,095] added to this reserve or go into General Reserves at year end. Councillor D Ennis thought that it should go into General Reserves at year end.

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

RESOLVED That the potential earmarking of reserves at year end 2023/24 Budget Statement be received and noted, and that the Town Strategy unspent 23/24 budget goes into General Reserves at year end.

74. MEMBERS MEETING ATTENDANCE FOR THE MUNICIPAL YEAR 2023-24

RESOLVED That the report detailing the annual Members meeting attendance for the municipal year 2023-24 be noted.

75. BURNTWOOD SKATEPARK REPLACEMENT

Councillor D Ennis explained that Members would be aware that as part of the works undertaken to develop a new health centre, the former youth facilities at Cherry Close and the established skatepark have been demolished. There had been a significant amount of public outcry, and it is felt by many residents that the skatepark should be replaced in some form, as soon as possible. With this in mind, Councillor D Ennis confirmed that he together with Councillor Woodward had recently met with Councillor Pullen, Leader of Lichfield District Council, Mr Fletcher, CEO of Lichfield District Council, Sarah Sleight, Leisure Services Manager of Lichfield District Council and Daniel Bate, a member of the public who had organised a petition on social media. He confirmed that Lichfield District Council will provide land and up to £100,000 of funding. This was great collaborative working between the community and two different Councils.

Councillor Woodward confirmed that she was currently in talks with Councillor Andy Smith, Deputy Leader and Cabinet Member for Leisure, Parks and Major Projects at Lichfield District Council. She confirmed that currently Staffordshire County Council had no plans for a reprovision of the skatepark and she urged the County Councillors to put pressure on the County Council.

Councillor Ho thanked Councillor D Ennis for keeping Members informed and stated that great things can happen when Councils work together for the benefit of the community.

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

RESOLVED That

- [a] the content of the report be noted.
- [b] Members supported the principle of a replacement skatepark.
- [c] Members approved the transfer of CIL funds of £20,000 to an earmarked Skatepark Replacement Fund.
- [d] Members authorised the Leader and Chair of Policy and Resources Committee and the Leader of the Opposition to advance a plan to replace the skatepark.

76. POLICY AND RESOURCES COMMITTEE – 18 JANUARY 2024

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

RESOLVED That the Minutes of the Meeting of the Policy and Resources Committee held on 18 January 2024 [Minute Nos. 36-45] be received and where necessary approved and adopted.

77. PLANNING AND DEVELOPMENT COMMITTEE – 22 JANUARY 2024 AND 26 FEBRUARY 2024

It was proposed by Councillor Flanagan, seconded by Councillor L Ennis, and following a unanimous show of hands it was

RESOLVED That the Minutes of the Meetings of the Planning and Development Committee held on 22 January 2024 [Minute Nos. 46-52] and 26 February 2024 [Minute Nos. 53-59] be received and where necessary approved and adopted.

[The Finance Officer left the meeting at 6.48pm]

78. COMMUNITY AND PARTNERSHIPS COMMITTEE – 29 JANUARY 2024

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

RESOLVED That the Minutes of the Meeting of the Community and Partnerships Committee held on 29 January 2024 [Minute Nos. 37-51] be received and where necessary approved and adopted.

79. 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.

80. MINUTES

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

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

RESOLVED That the Confidential Minutes of the Meeting of the Town Council held on 25 January 2024 (Minute Nos. 62--65) be received and where necessary approved and adopted.

81. POLICY AND RESOURCES COMMITTEE – 18 JANUARY 2024

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

RESOLVED That the Confidential Minutes of the Meeting of the Policy and Resources Committee held on 18 January 2024 [Minute Nos. 43-45] be received and where necessary approved and adopted.

82. COMMUNITY AND PARTNERSHIPS COMMITTEE – 29 JANUARY 2024

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

RESOLVED That the Confidential Minutes of the Meeting of the Community and Partnerships Committee held on 29 January 2024 [Minute Nos. 48-51] be received and where necessary approved and adopted.

83. MINUTES OF THE MEETING TO DISCUSS THE BETTER BURNTWOOD COMMISSIONING PROGRAMME APPLICATIONS

The Town Clerk explained that as a point of order, the Town Council's Financial Regulations state that all items of expenditure over £5,000 must be determined by Full Council and that a 'sub-committee/working group' can only make a recommendation.

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

RESOLVED That the Confidential Minutes of the Meeting to discuss the Better Burntwood Commissioning Programme Applications held on 08 February 2024 [Minute Nos. 1-4] be received and where necessary approved and adopted.

(The Meeting closed at 6.56 pm)

Signed Date