

Our Ref: SL/JM

01 May 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 08 May 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 06 March 2024 [Minute Nos. 52-64] **[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. INFORMAL UPDATE ON THE 2024 WAKES

Members to receive an update on the Wakes Festival 2024 **[ENCLOSURE NO. 2]**

7. 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. 3]**

8. 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.

9. CONFIDENTIAL MINUTES

To approve as a correct record the Confidential Minutes of a meeting of the Community and Partnerships Committee held on 06 March 2024 [Minute Nos. 62-64] **[ENCLOSURE NO. 4 – PINK]**.

10. FUNDING OFFER TO FUN CLUB HUB

See Confidential Report **[ENCLOSURE NO. 5 AND 5A – 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.
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**MINUTES OF THE MEETING OF THE COMMUNITY AND PARTNERSHIPS COMMITTEE
HELD IN THE MEETING ROOM, THE OLD MINING COLLEGE CENTRE, QUEEN STREET,
BURNTWOOD ON WEDNESDAY 06 MARCH 2024 COMMENCING AT 6.00 PM**

PRESENT

Councillor P Taylor [in the Chair]
Councillors D Ennis, Evans, S Taylor, Tranter, Willis-Croft and Wittstock

In attendance

Ms J Minor, Deputy Clerk
Ms K Horner, Community Development and Engagement Officer

PUBLIC FORUM

No questions were raised by members of the public.

52. APOLOGIES FOR ABSENCE

Councillor Coe MBE [Unwell]
Councillor R Ennis [Work Commitments]
Councillor Gittings [Personal Reasons]
Councillor Holdsworth [Work Commitments]
Councillor Kirkham [Work Commitments]

The reasons for the apologies were approved.

53. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor P Taylor referred to Agenda Item 3 – Minutes and in particular Minute No. 38 – Declarations of Interest and Dispensations.

Councillor D Ennis referred to his previous declared interest in items referring to the Grangemoor WMC as he is the Treasurer.

54. 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 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 29 January 2024 [Minute Nos. 37-51] be approved as a correct record.

55. INFORMATION FROM THE MINUTES

There was no information arising from the minutes.

56. **COMMUNITY ENGAGEMENT**

Working alongside Councillor D Ennis and the Town Clerk, the Community Development and Engagement Officer confirmed that the Community Ownership Fund has now been submitted. If successful, the funds applied for will be used to undertake substantial renovation works to the former Methodist Church and also include the costs of a small extension (subject to planning etc).

The Community Development and Engagement Officer confirmed that a working group had met to discuss the applications received for the Commissioning Programme on 08 February 2024, and 3 projects were identified to receive funding.

The Community Development and Engagement Officer confirmed that a 3-year partnership with the Lichfield Garrick Theatre had been launched and a joint press release went out on social media on 28 February 2024. Working with the Garrick's Community Engagement team, the Community Development and Engagement Officer had begun to approach local organisations, groups, and charities to begin the first stage of the project, consultation, and there will also be an online survey launched for residents to share their views on cultural activities and events. There will be a free showing of Farm Boy at the Memorial Hall for community groups to also attend as an additional opportunity to consult with residents.

The Community Development and Engagement Officer confirmed that Dementia Friendly Burntwood had held their second joint meeting with Dementia Friendly Lichfield, providing a useful opportunity to share information across the District about their activities in Burntwood and to hear about the work in Lichfield too. Working with Susan Williams, Chair of Dementia Friendly Burntwood, the Community Development and Engagement Officer would be relaunching a survey for people affected by dementia to find out what they think the group's work should focus on. The outcome of this survey will determine the group's action's for the next 12 months. In preparation for Dementia Action Week (13 – 19 May) the Community Development and Engagement Officer is coordinating a programme of dementia-friendly activities across the town which will be publicised in advance. She has also been supporting Alzheimer's Society to find a venue for a diagnosis event in Burntwood, and it is hoped that this event will go ahead at the end of April.

The Community Development and Engagement Officer confirmed that she had attended a meeting regarding anti-social behaviour at Chasewater with other agencies including Lichfield District Council, Staffordshire County Council, Staffordshire Police, Staffordshire Fire and Rescue and Pier 52. There are ongoing issues usually during the summer months around swimming in Chasewater and BBQ use. Lichfield District Council are looking at running an engagement event to raise awareness of the dangers of swimming and of fire risks. The Community Development and Engagement Officer is exploring how best we can support these efforts.

The Community Development and Engagement Officer confirmed that she has regular meetings with the Events Manager at Lichfield District Council to promote the inclusion of Burntwood Town Council's events in their programme, as well as to explore further events coming to Burntwood.

Burntwood Skatepark Replacement

Councillor D Ennis referred to recent social media posts. He stated that Members will be aware that as part of works undertaken to develop a new health centre, the former youth facilities at Cherry Close and the established skatepark have been demolished. Councillor D Ennis referred to a press release issued on 06 March 2024 stating that Burntwood Town Council together with Lichfield District Council have announced a collaborative project to fund the relocation of the skatepark. Councillor D Ennis confirmed that a report would be going to Full Council on 14 March

2024 where Members will be asked to support the principle of a replacement skatepark and approve the transfer of CIL funds of £20,000 to an earmarked Skatepark Replacement Fund. He confirmed that Lichfield District Council would be contributing £86,000 from Section 106 funds.

Cinema – Burntwood Memorial Hall

Councillor P Taylor confirmed that the latest Burntwood Afternoon Cinema newsletter had been sent out which had details of this month's film showing of One Life on 19th March at 2pm; 2 Showings of War Horse on 12th March at 2pm and 19th March at 7:30pm and the performance of Farm Boy, the sequel to War Horse on 22nd March at 7:30pm.

The Lichfield and Burntwood Independent

Councillor P Taylor confirmed that on Thursday 07 March 2024 Burntwood and Lichfield sees the launch of a new local paper. Members felt that the paper format was a good idea as not all residents were computer literate.

[Minute No. 41 – Proposed New Newspaper – Lichfield and Burntwood Independent – Policy and Resources Committee meeting dated 18 January 2024 – where it was resolved that the Committee were supportive in principle of the newspaper however the cost element of advertising was needed. The cost would be £864 for full page advert for 3 consecutive issues – Cost Centre 108, Nominal Code 4171 Communications].

57. BETTER BURNTWOOD FUND

Members were informed that there was currently £6,840.40 left in the Better Burntwood Fund for 2023/24.

57.1 Burntwood Homing Society

The Deputy Clerk explained that there was currently 31 members of which 15 were residents of Burntwood. The members range in age from 15 to over 80 years of age. The funding would be used to purchase a replacement master timing system and power pack.

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

RESOLVED That a grant of £305 be awarded to Burntwood Homing Society.

57.2 Gartmore Riding School

The Deputy Clerk explained the application's objectives.

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

RESOLVED That a grant be not awarded to Gartmore Riding School. However, the riding school be advised that another option for funding may be Hammerwich Parish Council as the riding school is outside of the Parish of Burntwood. Another option may be a direct approach from the Burntwood-based schools whose children wish to attend the riding school.

58. **BURNTWOOD LIONS WHITE GOODS SCHEME**

The Community Development and Engagement Officer explained that the Town Council began operating a White Goods Scheme which is administered by the Burntwood Lions in 2019. Since then, the Burntwood Lions had received between £3,000 - £4,000 per year. To qualify for the scheme, a referral must be made and a home visit is undertaken by two representatives from the Burntwood Lions. The Community Development and Engagement Officer stated that referrals are made by organisations such as Lichfield District Council, Social Services, CAB and Bromford who have insight into a resident's financial situation.

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

RESOLVED That

- a. with regard to the items which should be included within the White Goods Scheme these should include white goods, beds, and carpeting. Other items should be at the discretion of the Town Clerk in consultation with the Chair of this Committee.
- b. the agreed amount of £4,000 be paid annually in April. Going forward, the amount payable should increase in line with the Town Council's precept [for example on 15 November 2023 Full Council agreed a 6% increase in Band D Council Tax for 2024/25].
- c. a quarterly report be completed by the Burntwood Lions which will provide the Committee with further insight into the support received by residents including anecdotal information.
- d. 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.

Post Note:

On 15 November 2023 Full Council approved the budget and precept for 2024/25. It was agreed that £27,560 would be allocated for the Better Burntwood Expenditure – Cost Centre 302, Nominal Code 4416. The White Goods Scheme would be allocated from this Cost Centre & Nominal Code together with the Better Burntwood Commissioning Programme and up to £500 Better Burntwood Fund applications.

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

Councillor P Taylor informed Members that there was currently no indication on sponsorship. The Deputy Clerk confirmed that quotations had been received from funfair ride providers.

RESOLVED That the ferris wheel, two manned childrens rides and the dodgems be booked.

60. **INFORMAL UPDATE ON THE PLAY IN THE PARKS EVENTS FOR 2024**

Councillor P Taylor together with the Deputy Clerk gave a brief update on the current situation.

61. **CHANGE OF MEETING DATE**

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

RESOLVED That the next Community and Partnerships Committee meeting will take place on Wednesday 08 May instead of Thursday 09 May.

62. **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.

63. **CONFIDENTIAL MINUTES**

See Confidential Minutes.

64. **BETTER BURNTWOOD COMMISSIONING PROGRAMME APPLICATIONS MINUTES**

See Confidential Minutes.

[The Meeting closed at 7.05 pm]

Signed

Date

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]

£5,000 – Lichfield District Council RECEIVED

£1,666.67 – LCP Properties NOT YET RECEIVED

£1,000 – We Love Lichfield NOT YET RECEIVED

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
Pat Collins Funfairs	Ferris Wheel, Two Manned Childrens Rides and Dodgems
Bert & Gerts Limited	Market – 20 Stalls

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

Lichfield District	Deck Chairs - Depends on whether we have a stage [sponsorship]	
Travel Wood	2 buses doing 2 routes	
Mikey Teas	Email sent on 17.01.24 re: packed lunches	10p more per packed lunch
info@mobileclimbing.co.uk	4-Person Climbing Wall & Mobile Cave	Available at the moment

Stage - 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:

9 signed up so far - Jacket Potatoes, Ice Cream Van [2], Pizzas, Slushies, Burger Van, Donuts, Spanish food – paella & Indian Street Food.

Charity & Community Stalls:

17 spaces taken so far.

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 – Redwood Park

Monday 05 August 2024 – Burntwood Leisure Centre

Wednesday 07 August 2024

Monday 12 August 2024 – Burntwood Leisure Centre

Wednesday 14 August 2024 – Redwood Park

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

Wednesday 21 August 2024 – Springhill Academy

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, 14 August & 19 August

Emails Sent & Quotes Obtained:

Organisation	Items	Cost
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
One Stop	Sent 08.02.2024	Awaiting response