



The Old Mining College Centre
Queen Street
BURNTWOOD
WS7 4QH

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www.burntwood-tc.gov.uk

Our Ref: SL/JM

01 September 2025

To: All Members of the Community and Partnerships Committee

Councillors Evans (Chair), P Taylor (Vice Chair), Bishop, Coe MBE, D Ennis, R Ennis, Gittings, 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 **Monday 08 September 2025 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 meetings of the Community and Partnerships Committee held on 16 July 2025 (Minute Nos. 1-9) (**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:

- a.** The Voluntary Car Scheme (**ENCLOSURE NO. 2A**)

7. INFORMAL UPDATE ON THE CHRISTMAS EVENTS 2025

Members to receive an update on the Christmas Events 2025 (**ENCLOSURE NO. 3**)

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

Members are asked to agree to the relaunch of the BTC Student Award, agree the process of reviewing applications and direct the Community Development and Engagement Officer to launch and promote the award (**ENCLOSURE NO. 4 AND 4A**)

9. WHITE GOODS SCHEME – QUARTERLY REPORT APRIL-JUNE 2025

This is for information purposes only and no decision is required by the Committee (**ENCLOSURE NO. 5 AND 5A**)

10. COMMISSIONING UPDATE

This is for information purposes only and no decision is required by the Committee (**ENCLOSURE NO. 6, 6A AND 6B**)

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 AT THE OLD MINING COLLEGE CENTRE, QUEEN STREET,
BURNTWOOD ON WEDNESDAY 16 JULY 2025 COMMENCING AT 6.00 PM**

PRESENT

Councillor Evans (in the Chair)

Councillors Bishop, Coe MBE, D Ennis, R Ennis, Gittings, P Taylor, Tranter, Willis-Croft and Wittstock

In attendance

Ms J Minor, Deputy Clerk

Ms K Horner, Community Development and Engagement Officer

Councillor Norman

PUBLIC FORUM

No questions were raised by members of the public.

1. **APOLOGIES FOR ABSENCE** were received from Councillor Kirkham and Councillor S Taylor.

2. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

None declared.

3. **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 22 May 2025.

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

RESOLVED That the Minutes of the Community and Partnerships Committee held on 07 May 2025 (Minute Nos. 64-74) be approved as a correct record.

4. **INFORMATION FROM THE MINUTES**

There was no information arising from the minutes.

5. **COMMUNITY ENGAGEMENT**

Councillor Evans referred to the wonderful news that the Lichfield Garrick Theatre had secured funding from Arts Council England to launch a bold and exciting three-year outreach project in Burntwood. In partnership with the Town Council, they will bring a whole host of creative and cultural opportunities to the town.

Councillor Evans reminded Members that it was the Festival Wakes this Saturday which will be providing a good cross section of entertainment and it was hoped that it will be well attended but we cannot control the weather. She emphasised that there is limited parking on site and would encourage other methods of transportation.

The Community Development and Engagement Officer reported that the Dementia Friendly Walk went ahead on Sunday 18 May. Working alongside Burntwood Dementia Friendly Community and other partners, the event raised £850 for Alzheimer's Society and around 70 people took part. During Dementia Action Week, the Community Development and Engagement Officer also delivered a Dementia Friends session for MHA Communities staff and volunteers, and Town Council staff.

On the 21 May, staff and Councillors attended Stop the Bleed training which was delivered by Lichfield District Council's Community Safety Partnership. As a part of this initiative, the District Council provided 7 bleed kits to be installed in Burntwood Town Council's defibrillator cabinets, and the Town Council committed to purchasing additional kits for the other cabinets across the town, the Town Council offices, the BuRRT van and for use at Town Council events. These kits have now been purchased, installed, and advertised so that residents are aware of their availability.

The Community Development and Engagement Officer reported that the Lichfield Garrick's Creative Burntwood project, of which the Town Council is an active partner, has been successful in receiving funding of almost £300,000 from the Arts Council for a 3-year outreach project to bring creative opportunities to the town. The Lichfield Garrick team held a meeting for staff and Councillors in June to share the details of what this project will entail.

The Community Development and Engagement Officer, along with Councillor Laura Ennis, Councillor Di Evans and Councillor Paul Taylor visited Platinum Boxing to hear more about how the funding they had received from the Town Council as part of their commissioning project had helped them to expand and offer more to young people in Burntwood.

The Community Development and Engagement Officer, along with staff and Councillors were also invited to attend the Burntwood Lions recent coffee morning to celebrate their successful funding application to provide further services for vulnerable people living in Burntwood.

Councillor D Ennis referred to community events being 'advertised' on social media and asked if these could be shared on our platforms. In particular he referred to the Networking for Businesses events hosted by Ian Gardner (the last event being held at the Uxbridge Arms in Chasetown on Thursday 03 July at 4.30pm). This is a fantastic platform for collaboration and growth. It was hoped that the events would be moved around the town and Councillor D Ennis confirmed that the next event would be held at the Grangemoor Working Men's Club. Councillor D Ennis also mentioned that Burntwood inBusiness hold a breakfast networking group at Bradshaws Farm Shop and Café from 7.30am to 8.45am On Wednesdays.

6. BETTER BURNTWOOD FUND

6a. Star Parenting CIC

Members were informed that the grant would go towards paying for two facilitators to run a Starting Solids workshop/course for 8 parents and babies. Councillor Evans explained that the group had already received a start up grant from another organisation and they had also applied to other sources for funding. Councillor Coe

MBE raised concerns as to whether or not the facilitators were qualified to deliver this course. Councillor P Taylor informed Members that this had been raised before the meeting and the Community Development and Engagement Officer confirmed that one of the facilitators was qualified in this area to deliver the course.

Councillor P Taylor queried the fact that the applicant had applied to other sources for funding and explained that this was for three single courses and this application was for one course. The Community Development and Engagement Officer confirmed that this application was for one 3½ hour session for 8 babies plus parents. Councillor Gittings raised concerns regarding the numbers involved (only 8 babies and 8 parents) and Councillor D Ennis felt that the application was unclear. Councillor Tranter thought that Spark Burntwood also ran similar groups. The Community Development and Engagement Officer referred to the health visiting team clinic for 0-19 years held at Spark however this provided limited information and the proposal would provide more in depth information by a qualified facilitator.

Councillor Coe MBE referred to parenting courses which have been run by Pathway and asked how Star Parenting CIC would target the parents who needed the help. Councillor D Ennis also asked how are the parents selected e.g. means tested as there could be parents who could afford to pay for the course themselves. Councillor Gittings pointed out that if they are already on the social services radar they are already provided with support. Councillor D Ennis queried is this application for a start up business as the breakdown included staff wages.

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 application received from Star Parenting CIC is not supported on this occasion.

7. INFORMAL UPDATE ON THE WAKES FESTIVAL 2025

The Deputy Clerk updated Members on the current situation. She explained that the list of activities was a living document and was continually being edited and updated between meetings.

8. INFORMAL UPDATE ON THE PLAY IN THE PARKS 2025

The Deputy Clerk updated Members on the current situation. She explained that the list of activities was a living document and was continually being edited and updated between meetings.

9. INFORMAL UPDATE ON THE CHRISTMAS EVENTS FOR 2025

The Deputy Clerk referred to the planning application which had been approved for a care home on Cannock Road and in particular the location of the funfair rides. Councillor D Ennis explained that as long as the funfair rides are set up on the road, he could not foresee any problem. It was **agreed** that a quotation would be obtained for the funfair rides (the Miami and two childrens rides).

RESOLVED That comments made be followed up and reported back to the Committee.

(The Meeting closed at 6.32 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	The Voluntary Car Scheme
Address	7d Bridge Cross Road Burntwood Staffs WS7 2BU
Email	Jan.matthews@voluntarycarscheme.co.uk
Main telephone No.	01543 303025/3 07811 739605

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

The Voluntary Car Scheme provides 'door to door' transport service for residents of the Burntwood. The scheme also offers some limited support to residents in some other areas. The scheme is based in Burntwood. Clerical volunteers provide approximately 30 hours per week organising transport requests for local residents. The scheme has over 20 volunteer drivers. The scheme has a board of trustees. The majority of all of the volunteers live in Burntwood. In the financial year April 2024 to March 2025 the scheme had support from:

Volunteer drivers

10 live in Burntwood
4 live in Lichfield
2 live in Cannock
1 lives in Rugeley
1 lives in Fradley
1 lives in Tamworth
1 lives in Alrewas

Admin Volunteers

2 live in Burntwood
2 live in Cannock
1 lives in Lichfield

Trustees

2 live in Burntwood
2 live in Cannock
2 live in Lichfield

The scheme provided 767 journeys for Burntwood residents in 2024/25

Type of organisation:

☐ Informal group

☒ Registered Charity, Registered Charity
Number 1186649

☐ 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?:

No

Describe your project and the support you require:

The project is essential to residents in Burntwood including Chasetown and Boney Hay as there is not a train station or a bus station and bus routes are limited. The scheme also help to reduce the cost to the NHS, ensuring that clients can attend medical appointments

The Voluntary Car Scheme needs new I.T. equipment to ensure the Scheme can continue to operate efficiently. The current computer is many years old and was donated to the scheme in 2019. It is too old to convert to Windows 11. Windows 10 support is being stopped this year

We need to purchase a desktop computer, keyboard, mouse, external hard drive for back up and transfer of data costs

Additional sheet attached ☐

Funding breakdown and total amount requested:

Item	Amount
Desktop computer - HP SO1 -PF201	400
External Hard drive – Seagate Sea Exp 1 TBPRTB	50
Transfer of data	80
Total	530

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

Any resident who has no means of transport or finds it difficult to access public transport can request support from the scheme. The scheme provides support for essential journeys that include health settings such as hospitals, GP surgeries, chiropodists, dentists, physio, opticians and occasionally visiting sick relatives.

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	JAN MATTHEWS
Date	7 AUG 2025

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



Christmas Events 2025

Dates & Locations:

Monday 24 November – 6pm to 7pm – Corner of Bells Lane/Longfellow Road

Saturday 29 November – 4pm to 7pm – Sankey's Corner

Items Booked Already:

Organisation	Items
Burntwood Rotary	Santa (for both events)
Roadtech Cutting Services Limited	Road Closure
J&B Medical and Security Services Limited	First Aid
Burntwood Library	Xmas Fayre 2-6pm
Fun Club Hub	Teen Tent with activities
Holly Grove Primary School	29.11.25 – School Choir (15-minute performance around the tree before we switch the tree lights on)
Bert and Gerts Limited	20 Traders, Gazebos, Weights, Back Sheets, Tables and Lights (already have 12 traders committed to this event)
Anne & James Scandrett	24.11.25 – Music
Pat Collins Funfairs	Miami, Two Childrens Rides
Festival Glitter and Henna	Face Glitter (for both events)

Enquiries made & Quotations requested:

Organisation	Items
Bromford Flagship Limited	Awaiting response
Boney Hay Squirrels	Awaiting response
Chase Terrace Primary School	Via Cllr Evans
Brass Band	Awaiting response
Tesco	Awaiting response
Morrisons	Awaiting response
Co-op (Chasetown)	Awaiting response
Seventeen43 Limited	Awaiting response
Snow Globe	Quotation Received

Burntwood Town Council

Community and Partnerships Committee

Monday 8th September 2025

Burntwood Town Council Student Award In memory of Stephen Sutton MBE

1. Purpose of Report

To request that Members agree on the details of this years' BTC Student Award in memory of Stephen Sutton MBE for 2025.

2. Background

Burntwood Town Council launched the Stephen Sutton Bursary in 2015 to celebrate the life and achievements of Stephen Sutton MBE.

The bursary is aimed at talented young people aged 11-19 who live within the boundaries of Burntwood, and annual bursaries of up to £1,000 have been awarded to be used for a variety of projects including purchasing specialist equipment, extra tuition or coaching, competition fees and travel.

Bursaries were awarded annually from 2015 until March 2020 before a pause in delivery of the initiative due to the pandemic. Members agreed to relaunch it in 2023 under a new name, the Burntwood Town Council Student Award in memory of Stephen Sutton MBE.

3. Application

The application form has been simplified and updated (enclosure A). This approach ensures a fair and equal process for applicants.

4. Funding

This year, Members have budgeted for two awards of £1,000 each.

5. Proposal

It is proposed that Members:

- Agree to run the BTC Student Award in memory of Stephen Sutton MBE, with the window for applications opening on Monday 15th September and closing on Wednesday 22nd October.
- Agree the process of selecting recipients of the Burntwood Town Council Student Award in memory of Stephen Sutton MBE:

Option 1 – All applications be brought to Community and Partnerships full Committee on Monday 10th November.

Option 2 – A separate awards panel is set up with a minimum of 3 Councillors to meet in November.

6. Recommendation

It is recommended that Members:

- Agree to the relaunch of the BTC Student Award
- Agree the process of reviewing applications
- Direct the Community Development and Engagement Officer to launch and promote this award.

Contact Officer

Kat Horner

Community Development and Engagement Officer

kat.horner@burntwood-tc.gov.uk

01543 677166

Burntwood Town Council Student Award In Memory of Stephen Sutton MBE

Background

Burntwood Town Council (BTC) launched the BTC Student Award in 2015 to celebrate the life and achievements of Stephen Sutton MBE.

The Student Award is available to a young person aged 11 – 19 to give them a practical helping hand and encourage them to go on to even greater achievements.

Two annual awards of £1,000 are available and can be used for a variety of projects including but not limited to, purchasing specialist equipment, extra tuition or coaching, competition fees and travel.

Eligibility

To qualify for consideration for the Student Award, applicants must:

- ✓ **Be a resident within BTC boundaries.**
(Applications will not be accepted from anyone who is not a resident of Burntwood even if they attend a Burntwood school).
- ✓ **Be aged between 11–19 years within the academic year they are applying.**
- ✓ **Be able to demonstrate a talent within the following fields:**
 - Academia
 - Arts (E.g., art, photography, film)
 - Performing Arts (E.g., music, dance, theatre)
 - Sport
 - Other

All young people who meet the above eligibility criteria are welcomed and encouraged to apply, however we would particularly welcome applications from students who face barriers to participation.

Applications and closing date

Applications will open on Monday 15th September and close at midnight on Sunday 2nd November 2025.

Applications will be reviewed by the Community and Partnerships Committee and a decision will be communicated in January 2025.

Feedback

If successful, a condition of receiving the Student Award will be to provide some feedback to BTC 12 months after receiving the money on the impact it has had. BTC will contact successful applicants to request this at this time.

Student Award Scheme Terms and Conditions:

- Retrospective applications will not be considered. The Student Award cannot cover expenditure that has been incurred before the application is approved.
- Any misleading statements provided during the application process may render the application invalid and the applicant may be required to return the Student Award to Burntwood Town Council.
- Burntwood Town Council reserves the right to vary the terms and conditions of the Student Award at any time without notice.
- The successful applicant must provide feedback 12 months after receiving the Student Award to detail how it has helped them to achieve their aims.
- The successful applicant must be willing to appear in publicity about the Student Award across different platforms such as social media, Burntwood Town Council's website and in local media.
- Burntwood Town Council should be identified and acknowledged in publicity relating to the activity for which the Student Award has been made.
- The Student Award will be dependent on a satisfactory endorsement being received.

For further information, and to submit your application form, please contact:

Kat Horner
Community Development and Engagement Officer

Tel: 01543 677166

Email: kat.horner@burntwood-tc.gov.uk

Website: www.burntwood-tc.gov.uk/funding-business-support

Burntwood Town Council

Old Mining College
Queen Street
Burntwood
WS7 4QH

Application Form Burntwood Town Council Student Award In Memory of Stephen Sutton MBE

Please note: Parents/carers/teachers may support students with completing this form. The application will not be judged on the quality of written English. If students require any additional support to apply, please contact kat.horner@burntwood-tc.gov.uk.

Personal Details of Applicant

1.

First name	
Surname	

2.

Address	
Postcode	

3.

Telephone No.	
Email address	

4.

Date of birth	
Age	

5.

Are you currently in full-time education or full-time employment, such as an apprenticeship? Information about part time employment is not required.	Yes / No
If yes, please provide the name and address of school, college or employer: 	

6.

Do you face any barriers to participation? Examples of barriers could be but are not limited to physical health, mental health, neurodiversity, financial, language, gender, ethnicity. Etc.	Yes / No
If yes, please provide details: 	

Application

7.

Which of the following categories are you seeking the Award in?

- ☐ Academia ☐ Art (Art/Photography/Film) ☐ Sport
- ☐ Performing Arts (Music/Dance/Theatre) ☐ Other.....

8.

Please give details of your specialist area of activity:

E.g. How you became involved in this activity, how long you have been doing it, how often you train or practice, why you enjoy it. Etc.

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Additional sheet attached ☐

9.

Please give details of your successes and achievements to date:

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Additional sheet attached ☐

10.

Please give details of your targets for the coming year and longer-term objectives:

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Additional sheet attached ☐

11.

How will the Student Award benefit you and/or the Burntwood community?

E.g. club/community representation, personal development Etc.

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12.

What will this Student Award be used for?

E.g. tuition fees, travel expenses, equipment, Etc.

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13.

Are you seeking financial assistance from any other source(s)?

E.g. sponsorships, bursaries Etc.

Yes / No

If yes, please provide details:

14.

DECLARATION

I declare that the information given above is correct and understand that any misleading statements made during the application process may render the application invalid and that the Student Award will be returned to the Town Council.

Signature

Print name

Date

Burntwood Town Council

Community and Partnerships Committee

Monday 8th September

Burntwood Lions White Goods Scheme quarterly update

1. Purpose of Report

The purpose of this report is to update Members on 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 to assist vulnerable residents who are in urgent need of essential household equipment such as cookers, refrigerators, washing machines, beds, mattresses, and carpets.

The Burntwood Lions receive an annual payment from Burntwood Town Council to purchase goods, and they submit quarterly reports which are reviewed by this committee throughout the financial year.

This financial year, the Burntwood Lions have received additional funding from another provider to enable them to support more families.

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, Citizens Advice 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 report concerns to social services.

The Lions annual payment of £4,120 to cover the period April 2025 – March 2026 was received, and they have submitted the first quarterly report (Enclosure A) for this financial year. This report provides feedback relating only to funds provided by Burntwood Town Council.

3. Conclusion

The Burntwood Lions have provided goods for 6 families between April and June 2025 at a cost of £1,828, leaving £2,292 of funding from Burntwood Town Council remaining for this financial year.

4. Recommendation

This is for information purposes only and no decision is required by the committee.

Contact Officer
Kat Horner
Community Development and Engagement Officer
kat.horner@burntwood-tc.gov.uk
01543 677166



Burntwood Town Council

White Goods Scheme

Administered by the Burntwood Lions

The Burntwood Lions received £4,120 in April 2025 from Burntwood Town Council, and received additional funding from another provider to deliver the White Goods Scheme for this financial year. This report provides feedback relating only to funds provided by Burntwood Town Council.

Quarterly Report: April – June 2025

Date	Client No.	Postcode	Referral Source	Item	Cost
22/04/25	387	WS7	Children and families SCC	Cooker	£299
24/04/25	388	WS7	Bromford	Carpet	£250
29/04/25	390	WS7	Bromford	Cooker	£299
09/06/25	392	WS7	Bromford	Cooker	£320 (tbc)
09/06/25	393	WS7	Bromford	Cooker	£320 (tbc)
11/06/25	394	WS7	Bromford	Gas cooker	£340 plus fitting (tbc)
Quarterly total:					£1,828
Annual total (from April '25):					£1,828
Funding remaining:					£2,292

Case study (April): 387

This parent has two children, both with additional needs requiring a lot of support with daily life and schooling. Her cooker needed replacing and they were overcome knowing at least one problem had been solved.

Case study (May):

No requests for white goods in May.

Case study (June): 393

This family had recently moved to the area following a period of homelessness. The parent has mobility issues and lives with a teenage child. They had no white goods and very little in the way of household goods to move with. We were able to provide a cooker for this family.

Burntwood Town Council

Community and Partnerships Committee

Monday 8th September 2025

Commissioning Programme update

1. Purpose of Report

The purpose of this report is to update Members on the progress made by St Anne's Church and Burntwood Be A Friend, Burton & District Mind and Platinum Boxing, who are in receipt of funding from Burntwood Town Council's 3-year commissioning programme.

2. Background

In February 2023 it was agreed by Members to change Burntwood Town Council's existing larger grants of one-off payments of up to £5,000 to a commissioning model, providing £5,000 per year per project, investing up to £45,000 over three years for projects delivering outcomes related to specific priorities.

Following a public consultation, two priority areas were selected, adult mental health and wellbeing and youth services (11 – 18yrs). Applications were received and three projects were selected:

- St Anne's Church and Burntwood Be A Friend (joint project) - Wellbeing Works
- Burton & District Mind – Burntwood Community and Development Anchor
- Platinum Boxing – Opening Futures with Consequential Thinking

Burntwood Town Council requested the completion of the following reports which are based on the objectives the projects had set themselves to deliver:

- St Anne's Church and Burntwood Be A Friend – annual report (Enclosure A)
- Burton & District Mind – 6-month report (Enclosure B)
- Platinum Boxing – 6-month report

The 6-month report from Platinum Boxing is delayed and will be reviewed at a meeting of the Community and Partnerships Committee in November.

3. Project Update Summary

- St Anne's Church and Burntwood Be A Friend – Weekly wellbeing walks continue to be popular. The number of participants on the men's walk have grown including an increased diversity of ages, and participants on the women's walk remain steady. The Monday Welcome Space has also grown in popularity. The project continues to actively promote these opportunities, as well as build partnerships with other organisations and potential funders developing connections to ensure sustainability.
- Burton & District Mind have completed and delivered several services and activities including Walk and Talk Football in partnership with Chasetown FC and Tara Group, Ecotherapy Garden at the Old Mining College in partnership with Circularity, and have begun Gentle Walks at Gentleshaw. They have also delivered Ladies Mind Makeover Psychoeducation from the Old Mining College, and provided counselling for 29 individuals through the NHS who would have previously had to travel to Tamworth or

Lichfield. They continue to build and develop partnerships and explore other lines of funding, as well as support and attend local events.

4. Recommendation

This is for information purposes only and no decision is required by the committee.

Contact Officer

Kat Horner

Community Development and Engagement Officer

kat.horner@burntwood-tc.gov.uk

01543 677166

Commissioning Outcomes Feedback, 17 February – 17 August 2025

Organisation name	Burton & District Mind
Project name	Burntwood Community and Development Anchor
Name and position within the organisation	keri lawrence, Development and Sustainability Officer
Contact details	Keri.lawrence@burtonmind.co.uk
Start date of project and reporting period	01/04/2024, 17 February – 17 August 2025
Have there been any significant changes in your organisation since the grant was agreed?	Our NHS funded Older Adults Outreach Service concluded 31 October 2024. Our Safe Hands Service concluded 31 March 2025. This project is unaffected by these changes.

For each of your project outcomes please, briefly, answer the following questions and where relevant please include figures. We understand that the project outcomes relate to the whole 3-year project, so if you expect an outcome to be delivered at a later stage, please note this in your response. Please limit each response to 50 words.

Outcome 1: A community development exercise following previous work, updating evidence and detail based on coproduction within Burntwood and rural surrounds.	
What have you achieved during this period?	We continue to make use of the previously published Community Development Report and will be updating this in Quarter 4 for informing operational planning 2026-27. We have continued to network with local events and communities through the fayre period including Burntwood Wakes.
What has been successful and what hasn't gone as planned?	Support Staffordshire have awarded Burton & District Mind a Certificate of Achievement for its work and dedication to people with learning disability and autism, with a special mention for Mind Makeover. As an outcome of our Expression Equity project, Burton and District Mind are progressing towards Queerify accreditation.
How has this benefitted the community?	Burton & District Mind are in a stronger position to apply for grants and to build partnerships with a better understanding of the needs of the community.

Outcome 2: Minimum of three match-funded activity groups per year, including eco-therapy, sports and mindfulness projects	
What have you achieved during this period?	We have completed and delivered: • Walk and Talk Football in collaboration with Tara Group and Chasetown Football Club • Ecotherapy Garden delivered at Old Mining College funded by Noel Sweeney Foundation and working in partnership with Circularity.org We have started 'Gentle Walks at Gentleshaw' mindful-walking funded by Coalfields Regeneration trust. We have won funding for a Mindful Martial Arts project, funding by Mind/ASICS working in partnership with MAMA (local yoga and martial arts enterprise) and British Calisthenics Association.
What has been successful and what hasn't gone as planned?	It's been great to get some long-discussed projects completed and have fantastic feedback. However, there's some projects not gone to plan: • Ecotherapy Garden to be built at Old Mining College – the donor is no longer providing the materials, and we are yet to receive the awarded funds for the project. We intend now to provide ecotherapy on site at Beaudesert Park Farm once the funds have been released to mitigate against the garden challenges. • We intended to partner with Platinum Gym in order to add value to the BTC grants – this hasn't happened, although alternative partnerships have been made. • Our Creative Spaces (LGBTQIA+) project has not received funding (2 applications) despite a strong pilot project. We are still gauging opportunities.
How has this benefitted the community?	Walk and Talk Football: 22 individuals • 100% report increase in wellbeing • 83% report reduction in stress • 75% report reduction in pain levels • Net Promotor score of 44 (-100 to 100) Ecotherapy Garden: 9 individuals • 100% report increase in wellbeing • 75% report increase in self esteem • 100% report increase social connections • 88% report move towards community activities (such as volunteering) • 88% report continuing the activities after the project concludes. • Net Promotor score of 40 (-100 to 100)

	Through the ecotherapy project, participants have taken food-producing plants to their own homes and have a stronger connection to local produce.
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Outcome 3: One match-funded programme a year of peer-led psychoeducation which lead to mental health recovery and reduce episodes of distress and crisis.	
What have you achieved during this period?	We have completed and delivered: Ladies Mind Makeover Psychoeducation from Old Mining College delivered in last period: 7 participants • 100% report increase in wellbeing • 83% report increase in self esteem • 83% report increase social connections • 66% report move towards community activities (such as volunteering) • 100% report continuing the activities after the project concludes. Net Promotor score of 83 (-100 to 100)
What has been successful and what hasn't gone as planned?	Social Prescribing Link Workers have indicated more evidence need to provide this course again.
How has this benefitted the community?	The workshops are providing an alternative to established routes for support, such as peer support groups, GP services, social prescribing link workers as examples. Some of the participants have gone to plan their own monthly activity group increasing social networks and ability for people with mental health problems to do more for themselves.

Outcome 4: Three aspirational and vocational-focused volunteer opportunities aimed at people with lived experience of mental health problems leading to vocational outcomes.	
What have you achieved during this period?	Sustained four volunteers and currently onboarding two new volunteers.
What has been successful and what hasn't gone as planned?	Attendance at one Lichfield District volunteer fayre has been somewhat successful. Volunteer uptake has slowed in line with national and local trends, in addition we have found statistically and anecdotally volunteers are: • Older • Have more health and long-term condition needs (and are therefore less reliable) • Require more supervision and training Therefore Burton & District Mind are now looking to reduce the dependency on volunteers and reduce the number of opportunities overall. However, we still value where participants would like to donate time

	and skills towards the projects they attend and believe there's a safe way of using this as part of coproduction.
How has this benefitted the community?	Projects benefit from having volunteers support with instruction and set up, and from having a welcoming smile for new and potentially anxious participants. The Peer Support Group continues to run with limited resource from staff, providing independence. Delivering projects has enabled volunteers to explore vocational roles including one joining our bank of paid associates.

Outcome 5:

Increased access into our clinical service such as coaching and counselling, providing more equity across our service area.

What have you achieved during this period?	29 individuals were provided counselling from the Old Mining College over the period.
What has been successful and what hasn't gone as planned?	Since having the Burntwood rooms to provide our counselling provision that we provide for the NHS it has helped provide access to clients who previously have been unable to have face to face sessions or would have had to have remote or travel further to Tamworth. The rooms have been able to provide a safe and secure space to help them process their thoughts and emotions where they might not have been able to, the room has helped the clients who would have had to have remote sessions due to being unable to travel to our other location and having a face to face approach has helped improve their mood which has been shown through the measures that we have them complete. We have seen an improvement with clients who have been through the service before and have not changed in their wellbeing scores and the clients who have now been seen face to face who have shown an improvement in their scores, The room has also allowed us to see clients face to face where they previously have been unable to attend due to physical health issues and have been instrumental in providing that safe space for them.
How has this benefitted the community?	People in Burntwood have opportunity for FREE NHS counselling face to face within their locality in a non-clinical setting. Availability for counselling rooms at Westgate Practice, Lichfield, has improved as a direct outcome.

Outcome 6:

Dialogue and involvement with private sector businesses around mental health, emotional wellbeing and staff welfare to secure sponsorship and fundraising to support and expand the above delivery.

What have you achieved during this period?	Our Construction Industry Campaign has been a success in Burntwood. We have worked with Tara Group to provide Walk and Talk Football to their staff as part of Mental Health Awareness Week with discussions around increasing this provision. We have provided mental health training to Burntwood Finishings, with discussions around accredited Mental Health First Aid and fundraising towards sports activities. We have regular attendance at Burton & District Chamber of Commerce and contact with Staffordshire Chamber of Commerce, both of which cover Burntwood.
What has been successful and what hasn't gone as planned?	Discussions with Wincanton/B&Q around offer of garden equipment did not reach the intended goal.
How has this benefitted the community?	More local people in the area having mental health awareness – key evaluation comments included: • I now know how to help my neighbour when he talks about his mental health problem. • There is so much out there for people to use – they just don't know about it all. • A great session to explore your mind and to feel better and good to make yourself aware

Outcome 7:

A three-year programme of work that ramps up self-funding and self-sustaining opportunity by the end of its life, giving more power to people with mental health problems to take ownership of the services they receive.

What have you achieved during this period?	further insight into community need, appetite and aspirations. Burton & District Mind now considering 'mainstreaming' the projects into a funded three year programme of work from 2026-2028 with funders being reviewed. Review of grants and match-funding (donation in kind) opportunities: • Veolia Environmental Trust • Severn Trent Community • Garfield Weston • Local Community Safety Fund • St. James's Place Charitable Foundation
What has been successful and what hasn't gone as planned?	Burton & District Mind have had national media interest in its Bat and Chat Cricket project in East Staffordshire and funding is likely to be award from Burton & District Mind to replicate this project in 2026.
How has this benefitted the community?	We have influenced the charity strategy for 2025-2028 with commitment for continued provision in Burntwood.

Please provide a short case study linking to one or more of the above outcomes that demonstrates the impact your project is having on the local community:

Case Study P. – Ecotherapy Garden Project (Noel Sweeney Foundation)

I've been part of the Burntwood Eco Garden project. I live with limited mobility due to a long-term health condition, and it's been tough staying active and connected socially. I've also struggled with low mood and isolation. I've always enjoyed being outdoors but hadn't had the opportunity to get involved in anything like this for a long time.

Joining the Burntwood Eco Garden sessions gave me something I didn't realise I'd been missing purpose and peace. At first, I was unsure how much I'd be able to take part physically, but the team made it clear from the start that everyone could get involved in their own way. That meant a lot to me.

I was able to work at tables with potted plants, which made it manageable despite my mobility challenges. Sometimes I just shared ideas with others there was always something I could do. It felt good to be useful again.

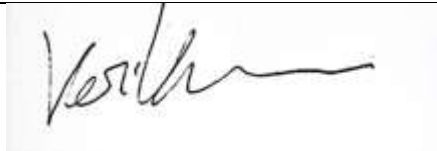
What surprised me most was how much the garden helped my mental wellbeing. Just being outdoors, breathing fresh air, hearing the birds, it lifted my spirits in a way I didn't expect. It's also given me a routine again, something to look forward to each week.

I also appreciated the social side. Everyone was welcoming and supportive, and I enjoyed the conversations and laughs. It reminded me that I'm not alone and that there are still ways to stay connected, even if I can't get around like I used to.



Photo: P. with Lorraine Longmore, Associate Facilitator

Please complete and return this document by Monday 25th August to kaf.horner@burntwood-tc.gov.uk.

Signature	
Date	19 August 2025

Commissioning Outcomes Feedback, 1st April – 17th August 2025

Organisation name	Burntwood Be A Friend and St Annes Church Chasetown
Project name	Wellbeing Works
Name and position within the organisation	Richard Westwood, Chair of Trustees and Team Vicar Daniella Parker, Charity Manager
Contact details	Manager@burntwoodbeafriend.org.uk
Start date of project and reporting period	01/10/2024, 1 st April – 17 th August 2025
Have there been any significant changes in your organisation since the grant was agreed?	No

For each of your project outcomes please, briefly, answer the following questions and where relevant please include figures. We understand that the project outcomes relate to the whole 3-year project, so if you expect this outcome to be delivered at a later stage, please note this in your response. Please limit each response to 50 words.

Outcome 1: Recruit and employ Wellbeing Facilitators for two wellbeing walks, and for the Welcome Space on Mondays and Thursdays.	
What have you achieved within this reporting period?	Continued walks & welcome spaces with next to no disruption.
What has been successful and what hasn't gone as planned?	Our Ladies Walk leader has been off, so the walk have been led by trained volunteers.
How has this benefitted the community?	More members of the Community have got involved, with both the walks & welcome spaces. From this, we have arranged a day trip to Llandudno for our volunteers & participants in September.

Outcome 2: Set up a new Monday 'Welcome Space' to follow on from the Monday Wellbeing Walk.	
What have you achieved within this reporting period?	The Monday welcome space is becoming more popular and more younger men have joined, which is

	fantastic as it has always been the older generation that have shown an interest.
What has been successful and what hasn't gone as planned?	Bank holidays – We have had to cancel the Monday Welcome Space
How has this benefitted the community?	Narrowing the divide and encouraging men of all age ranges to communicate with each other, which has shown to be of huge benefit to all.

Outcome 3:

Record and monitor participant numbers and diversity.

What have you achieved within this reporting period?	As previously stated, participants have started to diversify in age.
What has been successful and what hasn't gone as planned?	Numbers for the men's walk are steadily increasing, while numbers for the ladies' walk are steady.
How has this benefitted the community?	With younger gents now participation in the walk, word of mouth seems to be doing its job and we are getting lots more interest & enquiries.

Outcome 4:

Information about the model of the Wellbeing Works Project will be made available to other Welcome Space providers in Burntwood.

What have you achieved within this reporting period?	Due to a shortage of staff, we haven't been able to get out to other welcome spaces as much as we would have hoped.
What has been successful and what hasn't gone as planned?	Welcome Spaces seem to have dropped in popularity, with most that attend unable to participate in the walks due to poor physical health. We believe work needs to be done to advertise the welcome spaces and make them accessible to all, which we are more than happy to help with as much as we can.
How has this benefitted the community?	We believe that with a little work, it could benefit the Community more.

Outcome 5:

Feasibility study completed to see whether the model of the Wellbeing Works Project can be helpfully replicated elsewhere in Burntwood.

What have you achieved within this reporting period?	After speaking with Keri & Katy at Mind, we have found out that a similar walk has been replicated up at Gentleshaw Common. I haven't been back to them to see how it's going as yet.
What has been successful and what hasn't gone as planned?	We haven't yet checked in to see how it's going.
How has this benefitted the community?	We previously had a couple of people share their concerns that the walks were taking place too far away from them in Chase Terrace and that it wasn't viable for them to walk to Chasetown and then do the Chasewater walk too. We, as an organisation, are happy to hear that these concerns have been addressed.

Outcome 6:

Develop partnership with other Wellbeing Agencies and explore the broadening of the Wellbeing Works Project to incorporate other Wellbeing activities which can be made available to local people at zero or low cost.

What have you achieved within this reporting period?	We have been speaking to so many other organisations and have a lot of partnership offers on the table for the near future.
What has been successful and what hasn't gone as planned?	Mind – Gentleshaw Walk Bromford – Longfellow Road Garden Expansion
How has this benefitted the community?	More (free) opportunities on offer and the ability to advertise them well, can only be good for the Burntwood Community.

Outcome 7:

Obtain funding for beyond year 3 of the Wellbeing Works Project so that it is not dependent upon BTC funding, putting the project onto a more stable and sustainable footing and embedding it into the work of Burntwood Be A Friend and St Anne's Church.

What have you achieved within this reporting period?	We are actively expanding our Wellbeing arm of the organisation and have been able to partner on new projects with some potential funders. The connections we now have with other organisations seems to be stronger than ever, which puts us in a very strong position for additional funding.
What has been successful and what hasn't gone as planned?	Lack of time to spend with potential funders due to low staffing levels.
How has this benefitted the community?	This will show in the near future.

Outcome 8: Publicise the project using information leaflets delivered to community locations around Burntwood and utilise social media posts advertising the project on a regular basis.	
What have you achieved within this reporting period?	Our new leaflets are now on bulletin boards across Burntwood and even further.
What has been successful and what hasn't gone as planned?	Many more people are hearing about the charity and what it is we do. We are having people referred into our wellbeing sector from so many other organisations and we have developed connections and services to then be able to help those people further.
How has this benefitted the community?	Community members are finding it easier to access services the so desperately need without being turned away .

Please provide a short case study linking to one or more of the above outcomes that demonstrates the impact your project is having on the local community:

Not so much a case study, but we have recently linked up with an adult's autism charity through one of our men's walk participants. Not only has that encouraged some of their members to engage with BBAF through the walk, but some have also gone on to benefit from our other services such as the garden, the dry pub and counselling. From this, we also found out that the charity is struggling with certain aspects of running the charity, so we have offered to "mentor" them to a certain extent, if they so happen to need it.

Please provide a brief financial breakdown of how the grant has supported project costs:

Item: E.g. staffing costs, equipment, room hire	Cost:
Staffing Costs	£3736 per year
Admin & Publicity	£170 per year
Heating & Lighting	£1084 per year

Please complete and return this document by Monday 25th August to kat.horner@burntwood-tc.gov.uk.

Signature	Daniella Parker
Date	26/08/2025