

**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 MONDAY 08 SEPTEMBER 2025 COMMENCING AT 6.00 PM**

PRESENT

Councillor Evans (in the Chair)

Councillors Bishop, Coe MBE, D Ennis, Gittings, Kirkham (from 6.06pm), P Taylor, and Willis-Croft

In attendance

Ms J Minor, Deputy Clerk

Ms K Horner, Community Development and Engagement Officer

PUBLIC FORUM

No members of the public were present.

- 10. APOLOGIES FOR ABSENCE** were received from Councillor R Ennis, Councillor S Taylor, Councillor Tranter, and Councillor Wittstock.

11. DECLARATIONS OF INTEREST AND DISPENSATIONS

None declared.

12. 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 24 July 2025.

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

RESOLVED That the Minutes of the Community and Partnerships Committee held on 16 July 2025 (Minute Nos. 64-74) be approved as a correct record.

13. INFORMATION FROM THE MINUTES

There was no information arising from the minutes.

14. COMMUNITY ENGAGEMENT

Councillor Evans stated that since the last Committee meeting the Town Council had organised and delivered the Wakes Festival and Play in the Parks events over the summer which had proved very popular. She also mentioned the markets (Sunday 14 September and Sunday 12 October) and it was important to keep up the momentum as it was hoped that these events would continue in 2026. The Deputy Clerk

confirmed that partners had already shown an interest in continuing with their support for the Play in the Parks events in 2026.

The Community Development and Engagement Officer stated that the Chase Terrace Community Centre was officially opened at an event on the 8th August, which also marked the building's 155th birthday. Many local representatives, organisations and residents attended and it was a fantastic afternoon of celebration. She explained that the Centre has taken many bookings since its opening and the Community Development and Engagement Officer reported that it now has regular bookings 6 days a week, as well as one off bookings on weekends offering group activities and events including yoga, peer support recovery services, a coffee morning, foodbank advice, youth sessions, train time toddler group, Girl Guiding, dog training, Chiball, tai chi, martial arts, and hypnobirthing and antenatal sessions. In addition, one off events have so far been booked by the Lichfield Garrick Theatre, Lichfield Arts, a Halloween animal experience session, Christmas wreath making workshop and private birthday parties. Councillor Evans thanked the Community Development and Engagement Officer for the great effort she had made over many months to ensure the community centre would be such a successful asset for Burntwood.

The Community Development and Engagement Officer stated that U3a held their 10th anniversary celebration in July where a cheque was presented to Burntwood Town Council to provide an additional defibrillator on Oakdene Road in recognition of the groups anniversary. She attended the event alongside Councillors Laura Ennis, Sue Woodward and Darren Ennis, and the defibrillator will be installed by the end of September.

The Community Development and Engagement Officer explained that Limitless have begun the first phase of their work with Burntwood Town Council and have undertaken a number of interviews with staff, Councillors, local volunteers and representatives from local groups and organisations.

Councillor Coe MBE asked how the opening and closing of the centre worked and the Community Development and Engagement Officer explained that the building has CCTV and a user guide is provided to all groups booking the centre.

Councillor P Taylor as a Trustee of Burntwood Memorial Institute explained that they are trying to expand the car parking provision and if anyone was aware of any suitable grants could they please inform him.

Councillor P Taylor stated that a Better Burntwood Fund application had been received on 05 September 2025 from Burntwood Rotary Club. The application had been received too late to be formally considered at this Committee. He explained that the grant, if supported, was needed for their Xmas event in November. The project and support was needed to complement and enhance the Burntwood Xmas tree light switch-on event by having live entertainment and a festive market. Councillor P Taylor asked if discretion could be given to this application due to time restraints and asked if Members would agree to him emailing out the application to them for their comments. Councillor Evans explained that she knew the person who had completed the application and thought that she should not comment on the application, however, Councillor D Ennis explained that Councillor Evans was not a member of the Burntwood Rotary Club and had no pecuniary interest and could not see a reason why she should not provide comments. It was **AGREED** that Councillor P Taylor would email the application to all Committee Members for comment.

(Councillor P Taylor left the meeting at 6.14pm)

Councillor D Ennis confirmed that he had attended the networking for businesses event at the Grangemoor Working Mens Club on 04 September. He explained that 24 local businesses had attended and that Councillor P Taylor, who also attended, handed out some corporate sponsorship flyers which had been produced by officers.

Councillor D Ennis confirmed that he had recently attended a cricket match at Burntwood St Matthews Cricket Club with Dave Robertson MP. He explained that the area was not being utilised by the local community. Councillor D Ennis also mentioned that he had taken part in a podcast on 16 August with Burntwood Action Group whilst watching a cricket match at the cricket ground.

Councillor Coe MBE referred to the play in the parks event held at the cricket ground during the summer and explained that parking and access to the site had proven a problem.

15. BETTER BURNTWOOD FUND

15a. The Voluntary Car Scheme

Councillor Evans informed Members that the 'door to door' transport service for residents had expanded over the years and that the majority of volunteers drivers were from Burntwood. Councillor Kirkham asked for clarity around the I.T. equipment and Councillor D Ennis confirmed that their central hub/office was based in Burntwood. Looking at the areas covered by the scheme, Members suggested that the organisation could look for different sources of funding from other Parish/Town Councils which the scheme covers.

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 Voluntary Car Scheme be awarded £265 towards new I.T. equipment as stated in the application form.

16. INFORMAL UPDATE ON THE CHRISTMAS EVENTS FOR 2025

The Deputy Clerk updated Members on the current position and it was **AGREED** that the Snow Globe would be booked as we were still within budget. She confirmed that she had secured The Staffordshire Band for a donation of £100 to perform and that one 6-metre x 3-metre gazebo had been ordered for the band. Councillor D Ennis felt that another gazebo could always be ordered for the band if required. Councillor D Ennis queried the location of Santa and explained that the Chasetown Xmas Event had previously had a gazebo decorated like a grotto. He felt that the location in the church had not been signposted well and that the Santa's sleigh, previously used some years ago, had proven difficult due to the number of children visiting and the access/egress arrangements. He said that he would consider the situation.

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

Councillor Evans said that the form produced by the Community Development and Engagement Officer was much improved and easier to complete. Councillor D Ennis expressed his previous views in that he felt that there should be other 'ways/options' of applying for the student award and not just a 'written' application. He felt that once a short list had been identified then the applicants could be invited for an

interview/chat. Councillor Kirkham felt that applicants can prepared themselves when completing a form but not so much for an interview.

Councillor Gittings suggested that another option could be via a video. Councillor D Ennis liked the idea/option of a video and perhaps this could be considered in the future.

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

RESOLVED That Option 1 – All applications be brought to Community and Partnerships full Committee on Monday 10 November in Confidential be agreed.

Following the resolution the Community Development and Engagement Officer stated that the form had been made simpler for this year and other options could be investigate for 2026.

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

Councillor Evans informed Members that the report was for information purposes only and no decision was required by the Committee. The Community Development and Engagement Officer explained that the report provides feedback relating only to funds provided by the Town Council.

Councillor Bishop asked if families were only eligible for one item only. Councillor D Ennis confirmed that it is one item however Burntwood Lions who administer the scheme on behalf of the Town Council have other sources of funding available to them and also undertake fundraisers themselves.

The Community Development and Engagement Officer confirmed that the Burntwood Lions could provide more than one item but this would come from their other sources of funding.

19. COMMISSIONING UPDATE

Councillor Evans informed Members that the report was for information purposes only and no decision was required by the Committee. The Community Development and Engagement Officer explained that Platinum Boxing had missed the deadline (6-month report) and this would be presented to the next meeting in November. She updated Members on the project update summary relating to both St Anne's Church & Burntwood Be A Friend and Burton & District Mind.

Councillor Kirkham referred to the Burton & District Mind (6-month report) and felt that it was good to see a case study/real outcomes.

The Community Development and Engagement Officer explained that she together with Councillor Evans would be meeting with the organisations to offer support if needed.

(The Meeting closed at 7.00 pm)

Signed Date