

**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 19 JANUARY 2026 COMMENCING AT 6.00 PM**

PRESENT

Councillor Evans (in the Chair)

Councillors Coe MBE (from 6.07pm), D Ennis, Kirkham, Kube, P Taylor, Tranter, Willis-Croft and Wittstock

In attendance

Ms J Minor, Deputy Clerk

Ms K Horner, Community Development and Engagement Officer

PUBLIC FORUM

No members of the public were present.

- 32. APOLOGIES FOR ABSENCE** were received from Councillor R Ennis and Councillor Gittings.

33. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Kube declared an interest in any discussion relating to Burntwood Rotary Club as she is a member.

Councillor P Taylor declared an interest in any discussion relating to Burntwood Memorial Association as he is Chair of Trustees.

34. 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 10 November 2025 (Minute Nos. 20-31) be approved as a correct record.

35. COMMUNITY ENGAGEMENT

The Community Development and Engagement Officer reported that the Creative Burntwood launch event took place on the 14 January and was attended by residents, community groups and representatives from the Town Council. Attendees heard from staff from the Garrick Theatre, as well as the Arts Council England about the project's plans including a programme of live performances, and groups such as Young Garrick Burntwood and the Burntwood Community Choir. The Community Development and Engagement Officer stated that she also attends the Creative

Garrick steering group meetings where focused discussions about the project are undertaken with stakeholders and residents who have volunteered to play an active role in the project's development.

The Community Development and Engagement Officer also provided feedback on the White Ribbon event held on 25 November in partnership with Pathway Project. The event highlighted White Ribbon Day and called on local businesses and organisations to commit to action to raise awareness of domestic abuse and speak up and challenge harmful behaviours and attitudes. Councillor Coe MBE and Councillor D Ennis spoke at the event alongside Sam Booth, CEO of Pathway Project.

The Community Development and Engagement Officer confirmed that in December she together with Councillor L Ennis and Councillor Evans had met with this year's BTC Student Award winners and a press release went out to celebrate their achievements.

The Community Development and Engagement Officer also reported that Chase Terrace Community Centre continues to be busy with more regular hirers launching new groups alongside the existing groups, and one off hires for private parties and events are also popular. She confirmed that she had attended Support Staffordshire's locality forum in December and presented to attendees about the community centre which also led to interest from new groups.

Councillor D Ennis explained that he continues to attend 'business' meetings around the Town, having recently attended the second business meeting to be hosted by Chasetown Football Club which had also been attended by County Councillor Robin Hall and Dave Robertson MP. He felt that the Town Council could be doing more for local businesses and this was something that he and the Town Clerk were currently looking into.

Councillor D Ennis stated that in December 2025 he together with Councillor L Ennis, Councillor Norman and Councillor Woodward, had visited the Chasewater Railway - a hidden gem on our doorstep. He was currently considering having a designated page on the Town Council's website highlighting the railway and signposting them to sources of funding/grants available. He explained that museums across the county were closing and Chasewater Railway were gaining memorabilia but had little storage facilities.

Councillor Kirkham confirmed that she would be chairing the next Staffordshire Police Independent Advisory Group (IAG) meeting at Police HQ on Saturday 07 February with a focus on some planned and already actioned changes in the force and asked if any Councillors had any matters, they wished for her to raise at the meeting could they please email her. Councillor Kirkham also confirmed that she had recently attended an informal meeting at Lichfield Police Station with the new T/Superintendent over the East Staffordshire (Lichfield, Burton, and Tamworth) Neighbourhood Policing Teams in her capacity as IAG Chair.

Councillor P Taylor stated that the Burntwood Afternoon Cinema, held at the Burntwood Memorial Hall, will be celebrating its second anniversary with showing the film I Swear on 20 January.

Councillor P Taylor explained that the next Burntwood Winter Markets to be held at the Burntwood Memorial Hall will be on 08 February. He explained that the indoor markets were initially set up to 'fill the gap' as the Town Council's Burntwood Markets are held at Sankey's Corner run from April to October and the indoor markets would ensure that the traders could still trade in the winter months, however, the winter markets have not received a huge amount of support.

36. BETTER BURNTWOOD FUND

Members referred to each of the applications received in depth.

36a. Burntwood Repair & Share Café (part of Transition Lichfield)

Referring to Minute No. 31.4 (Community & Partnerships Committee – 07 November 2024) the Deputy Clerk explained to Members what they had previously said that this is another application of funding a group's core costs and that the Town Council had provided funding to this Group for this type of request in September 2023. The resolution stated that the Community Development and Engagement Officer, in consultation with the Town Clerk, speaks to the Group to offer support on other sources of funding before a grant of £500 is awarded. The Deputy Clerk confirmed that the payment had been made on 13 December 2024.

The Community Development and Engagement Officer confirmed that she had spoken to the applicant who said that they were established at their current venue which had car parking facilities. She pointed out that the conversation had been before the Chase Terrace Community Centre was available for hire.

Councillor P Taylor felt that there was no point in having the same conversation again but more along the lines that if the application is for the group's core costs again it is unlikely to be successful unless they can demonstrate other sources of funding having been applied for (as the current application stated that they get donations from visitors to the sessions but have not had received other funding to support the Burntwood sessions other than from the Town Council).

Referring to the group's submitted accounts, Councillor D Ennis explained that their income came from repairs and donations and the grant from the Town Council. No other grants were shown on the accounts. He felt that the Town Council was their only funding source and they should be looking at other funding sources.

Councillor Tranter agreed with Councillor D Ennis and explained that there were other sources of funding available for example they could apply to Lichfield District Council Councillors for funding. She suggested that perhaps a percentage of the requested grant could be given which would give the group an opportunity to apply for alternative funding.

Councillor P Taylor stated that there is currently an underspend on this budget. The Deputy Clerk confirmed that there was currently £3,517.02 left in the budget, however, there is currently one application to be considered at the next Committee in March. Councillor Evans felt that it would be a shame to lose this facility.

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

RESOLVED That Burntwood Repair & Share Café (part of Transition Lichfield) be awarded £250 towards room hire.

36b. Star Parenting CIC

Referring to Minute No. 6a (Community & Partnerships Committee – 16 July 2025) the Deputy Clerk explained to Members what they had previously said that parenting courses had been run previously by Pathway and asked how Star Parenting would target the parents who needed the help and the fact that the breakdown included staff wages.

The Deputy Clerk confirmed that the previous application asked for funding of £460 whilst the current application was asking for funding of £385 but still included the same cost for staff wages.

The Community Development and Engagement Officer confirmed that she had spoken to a representative from SCVYS regarding the application. She had advised that the applicant could reapply however had recommended that the applicant speaks to her in the first instance. The Community Development and Engagement Officer confirmed that she had not spoken directly to the applicant.

Councillor D Ennis pointed out that they had received £2,000 from the Noel Sweeney Foundation within the last 12 months. The Deputy Clerk confirmed that on the previous application the group had received a start up grant of £300 from SCVYS. Councillor D Ennis also referred to the breakdown which again included staff wages and he felt that we needed more specifics (bringing something new to the area).

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

RESOLVED That this application be held in abeyance until further specifics are received.

36c. Revive Staffordshire CIC

Councillor D Ennis felt that this is what the area needed (something new), which is accessible to all. Councillor Evans stated that the applicant was community minded and the grant would benefit a lot of people.

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

RESOLVED That Revive Staffordshire CIC be awarded £500 towards marketing materials – design and print of leaflets, flyers, and event banners.

36d. LifeSpring Church

Referring to Minute No. 50.3 (Community & Partnerships Committee – 08 February 2023) Councillor P Taylor felt that this was a similar application to the one received from CASES (general tidy up - painting front doors and window frames, replace film to the front windows, external lockable noticeboard and replace back door). The church was near to the retail area and located on the main road (visual impact).

Having clicked on the link in the application form, Councillor D Ennis felt that he would prefer to see a mock up of the design for the signage before making a decision.

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

RESOLVED That this application be held in abeyance until such time as the design of the signage is submitted and that planning permission has been granted.

37. DATES FOR THE BURNTWOOD MARKETS IN 2026

Councillor Evans informed Members that this item was for information purposes only and no decision was required by the Committee.

Referring to Minute No. 26 (Policy & Resources Committee – 06 January 2025) the Deputy Clerk confirmed that she, together with the Town Clerk, had met with Bert and Gerts Limited on 07 January 2026 offering a service level agreement for 1 year. She confirmed that the discussion had included the need to continue to encourage more traders and a variety of traders, focusing on local which was hoped would encourage more footfall, an idea was of 'turning the market into an event' and she was awaiting a quotation from Bert and Gerts Limited for a 'big' screen and desk chairs for 12 July (Wimbledon), more food trailers which would hopefully improve the 'linger' time.

38. INFORMAL UPDATE ON THE BURNTWOOD WAKES FESTIVAL 2026

Referring to the summary of the Burntwood Wakes Festival Organising Group Meeting held on 15 December 2025, Councillor Evans asked if Members had any questions. The content of the summary was received and noted. The Deputy Clerk confirmed that the next meeting of the Organising Group was 22 January 2026.

Referring to Minute No. 26 (Policy & Resources Committee – 06 January 2025) the Deputy Clerk confirmed that she, together with the Town Clerk, had met with Bescot Promotions on 16 January 2026 to discuss both the Wakes Festival and Xmas Event market provision.

39. INFORMAL UPDATE ON THE PLAY IN THE PARKS EVENTS 2026

Referring to the informal update relating to the Play in the Parks events for 2026, Councillor Evans asked if Members had any questions. The Deputy Clerk confirmed that the inflatables and packed lunches had been booked and that the Lichfield Garrick had confirmed that they would be providing a giant puppets workshop at the Burntwood Leisure Centre event.

Referring in particular to the event held at St Anne's Church in 2025, Councillor D Ennis felt that it was vital that the events were marketed to say that the events are funded by the Town Council (as these are our events) but are supported by partners.

Councillor D Ennis asked that even though we were not using St Matthews Cricket Ground in 2026, perhaps we could look at using the facilities at Burntwood Memorial. Councillor P Taylor emphasised that perhaps we could use the land and toilets but there would be no volunteers. As Chasetown Football Club use the pitch at the Memorial Hall, Councillor D Ennis felt that perhaps they would be interested in working in partnership.

Councillor Kirkham asked if provision was made for parents with neurodivergent children (quiet space). Councillor D Ennis explained that BLAST had previously been involved in the Wakes Festival (by providing a gazebo for a quiet space), but this had proved difficult due to noise levels at the event.

(Councillor Kirkham left the meeting at 7:05pm)

40. INFORMAL UPDATE ON THE CHRISTMAS EVENTS 2026

Referring to the informal update relating to the Christmas Events for 2026, Councillor Evans asked if Members had any questions. The Deputy Clerk confirmed that following the previous discussion led by Councillor P Taylor, a quotation had been obtained regarding the provision of a stage.

Councillor P Taylor felt that as the Chasetown and Swan Island Christmas events had stages, a stage at the Sankey's Corner would enhance the event. Councillor D Ennis pointed out that the road space for the Sankey's Corner event would likely be reduced in 2026 due to the care home development.

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

RESOLVED That the Deputy Clerk books the stage for Saturday 28 November. The stage to be located in the Haywood Blinds car park (facing the Xmas tree).

Referring to the Christmas trees and in particular the ones down Chasetown, Councillor D Ennis asked if enquiries could be made with Tara Group to see if the Town Council could 'tie in' with them so that the Christmas tree at Sankey's Corner could be more visual/have an impact.

41. 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.

42. CONFIDENTIAL 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 Evans and following a unanimous show of hands it was

RESOLVED That the Confidential Minutes of the Community and Partnerships Committee held on 10 November 2025 (Minute Nos. 30-31) be approved as a correct record.

(The Meeting closed at 7.19 pm)

Signed

Date