

**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 09 MARCH 2026 COMMENCING AT 6.00 PM**

PRESENT

Councillor Evans (in the Chair)
Councillors Gittings, 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.

- 43. APOLOGIES FOR ABSENCE** were received from Councillor Bishop, Councillor Coe MBE, Councillor D Ennis, and Councillor R Ennis,

44. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor Evans declared an interest in Agenda Item 5 ii – Better Burntwood Fund - South East Staffordshire Citizens Advice Bureau as she is a Trustee and took no part in the discussion and decision thereon.

Councillor P Taylor declared an interest in Agenda Item 7 – Informal Update on the Play in the Parks Events 2026 as he is Chair of Trustees of Burntwood Memorial Association.

45. MINUTES

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

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

RESOLVED That the Minutes of the Community and Partnerships Committee held on 19 January 2026 (Minute Nos. 32-42) be approved as a correct record.

46. COMMUNITY ENGAGEMENT

The Community Development and Engagement Officer explained that she together with Councillor Evans had met with the Burntwood Lions to discuss the White Goods Scheme and their progress this year. The Lions continue to support families in Burntwood and have been able to provide even more support this year after receiving an additional grant, as well as the grant from Burntwood Town Council. The

Community Development and Engagement Officer said that she will continue to support them with seeking additional funding for this financial year.

The Community Development and Engagement Officer stated that she together with the Town Clerk had met with Andy Mould, the Chair of Chasewater Railway, who showed them around the site and talked about their aspirations for future development.

The Community Development and Engagement Officer stated that Dementia Friendly Burntwood are holding their next meeting on Wednesday 11 March, 2pm at the Old Mining College Centre. Councillor Kirkham asked if this meeting was accessible virtually. The Community Development and Engagement Officer said that she would find out. The Community Development and Engagement Officer stated that she had met with Helena Haddock from Home Instead Cannock and Burntwood who will be supporting the Dementia Friendly Burntwood group, and it is hoped there will be another Memory Walk this year to support their efforts to raise the impact of dementia across the town.

Referring to Minute No. 36c – Better Burntwood Fund (19 January 2026 refer), the Community Development and Engagement Officer confirmed that the Revive's Festival of Wellbeing is going ahead on Sunday 22 March from 12 – 4pm at Fulfen Primary School. Tickets are available to book for free, and the day will consist of over 20 local wellbeing practitioners and organisations including therapists, relaxation, and pampering specialists, breathwork coaches, nutritionists, and community support services. All funds raised will support Fulfen Primary School and Revive CIC ongoing community wellbeing initiatives.

Referring to Minute No. 15 (22 September 2025 - Policy and Resources Committee refers), Councillor Evans mentioned the creation of a series of videos to promote the work of the Council. The Community Development and Engagement Officer confirmed that inLIFE Design Limited have started to produce a series of short-form, high-quality videos for use across the Council's social media platforms and other communication channels.

Councillor P Taylor informed Members that he is a co-host on Thursday mornings on Lichfield Radio. (Lichfield Radio is a new voice for Lichfield, Burntwood and surrounding villages. It was launched 19 January 2026). Councillor P Taylor explained that Lichfield Radio could help to promote what's happening in Burntwood and information regarding to the radio could be found at <https://lichfieldradio.org>.

47. BETTER BURNTWOOD FUND

Referring to Minute No. 36b – Star Parenting CIC and 36d – LifeSpring Church (19 January 2026 refers), Members asked why these applications had not been included on the agenda for this meeting. It was noted that the previous resolution had placed the applications in abeyance pending receipt of further information. As no additional information had been submitted for consideration prior to the agenda deadline, the items had not been included on the agenda. Members noted the update.

Members referred to each of the applications received in depth.

47a. Chasetown Football Club – Mental Health Football Project

Referring to Minute No. 24f – Better Burntwood Fund (10 November 2025 refers), the Deputy Clerk reminded Members that the previous grant awarded to Chasetown Football Club was for a Care & Compassion Project and Chasetown Football Club are not prohibited from applying again for funding as this was for another project.

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

RESOLVED That Chasetown Football Club be awarded £500 towards the Mental Health Football Project.

(Having declared an interest as a Trustee, Councillor Evans took no part in the proceedings thereon and vacated the Chair. Councillor P Taylor in the Chair)

47b. South East Staffordshire Citizens Advice Bureau (CASES)

The Deputy Clerk explained to Members that CASES would be attending the Play in the Parks events again in 2026. Councillor P Taylor stated that the gazebo would help CASES to support members of the public from different locations in Burntwood.

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

RESOLVED That South East Staffordshire Citizens Advice Bureau be awarded £500 towards the purchase of a gazebo and weights.

**(Following the resolution, Councillor P Taylor vacated the Chair.
Councillor Evans in the Chair)**

47c. Chase Terrace Academy

The Deputy Clerk referred to the Guidance Notes and Conditions of Funding and in particular no. 11 - Education, health, or social services establishments for whom the Central Government, Health Authority, District or County Council are the appropriate funder will not be grant aided. Councillor Evans explained that the Council cannot fund a GCSE school's curriculum.

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

RESOLVED That a grant of £500 be refused as the school is not eligible for funding under the Guidance Notes and Conditions of Funding.

47d. Kate Dawes

Referring to the Guidance Notes and Conditions of Funding and in particular no. 6 – Applications will not be considered from individuals, the Deputy Clerk explained that the applicant had confirmed in an email to her that she is not an organisation and that she is a Staffordshire resident, therefore she has no relevant bank statement or a constitution.

Councillor P Taylor suggested that the Community Development and Engagement Officer may wish to contact the applicant to discuss becoming a Community Interest Company (CIC) and the applicant could be directed to the Creative Burntwood Project.

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

RESOLVED That a grant of £500 be refused as the applicant is not eligible for funding under the Guidance Notes and Conditions of Funding.

47e. Chasewater Light Railway and Museum Company

Councillor P Taylor explained that the funding is being sought to help increase the number of school visits to the railway and museum as they have seen a decline in the attendance of schools, principally due to the cost of transport to the railway.

As Chasewater Country Park borders Norton Canes, the Deputy Clerk explained that another source of funding may be Norton Canes Parish Council as each year that Parish Council considers nominations from local groups for funding to help sustain and support their work.

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

RESOLVED That Chasewater Light Railway and Museum Company be awarded £500 towards the subsidy of educational programme costs. Members stipulated that the grant is only to be spent on school visits from schools based in the parish of Burntwood.

48. INFORMAL UPDATE ON THE BURNTWOOD WAKES FESTIVAL 2026

Referring to the summary of the Burntwood Wakes Festival Organising Group meetings held on 22 January 2026 and 26 February 2026, Councillor Evans asked if Members had any questions. The content of the summaries were received and noted. The Deputy Clerk confirmed that the next meeting of the Organising Group would be Monday 23 March 2026. Councillor Evans explained that sponsors were still needed for the Wakes Festival and if any Member knew of anyone that would be interested in sponsoring the event could they please pass on the details to the Deputy Clerk.

49. 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.

Referring to Minute No. 39 (19 January 2026 refers), Councillor Tranter referred in particular to the previous discussion regarding the pitch at the Memorial Hall being suitable for a Play in the Parks event on Monday 17 August 2026. As Chair of the Trustees of Burntwood Memorial Association Councillor P Taylor confirmed that the Deputy Clerk had visited the space on Friday 30 January 2026 and had confirmed that the pitch/space would be suitable. He confirmed that he was currently in talks with the other Trustees however they had suggested a fee of £40 (for additional cleaning). This to be confirmed by Councillor P Taylor by end of March 2026.

RESOLVED That in the event that a fee of £40 is payment for the Play in the Parks event on Monday 17 August 2026 then the Chair of this Committee be authorised to authorise be payment in consultation with the Deputy Clerk.

50. INFORMAL UPDATE ON THE CHRISTMAS EVENTS 2026

Referring to the informal update relating to the Christmas Events in 2026, Councillor Evans asked if Members had any questions.

The Deputy Clerk explained that the president of Burntwood Rotary had approached Councillor D Ennis regarding the Christmas Tree at Swan Island. She stated that Burntwood Rotary were keen to follow a similar approach to Chasetown, where the Town Council provide a contribution equivalent to what the Council would normally spend and Burntwood Rotary would then organise and deliver the tree themselves. She confirmed that an email had been sent to the president of Burntwood Rotary on 24 February 2026, however, a response was yet to be received. The Deputy Clerk confirmed that the donation would be £500.

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

RESOLVED That in the event that Burntwood Rotary wish to follow a similar approach to Chasetown then the Chair of this Committee be authorised to authorise be payment of £500 in consultation with the Deputy Clerk (Cost Centre 203, Nominal Code 4260).

51. COMMISSIONING PROGRAMME UPDATE

By way of background information, the Community Development and Engagement Officer explained that the purpose of this report was to update Members on the progress made by three projects in receipt of funding from Burntwood Town Council's 3-year commissioning programme. She explained that 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 £15,000 over three years for projects delivering outcomes related to specific priorities. Following a public consultation, two priority areas were identified, adult mental health and wellbeing and youth services (11 – 18yrs). Applications were received, and projects delivered by Burton and District Mind, Burntwood Be a Friend and St Anne's Church (joint project), and Platinum Boxing were selected by Members.

The Community Development and Engagement Officer confirmed that all projects are required to return reports every 6 months to update Members on progress based on the objectives each organisation had set themselves to deliver.

The Community Development and Engagement Officer pointed out that Burton and District Mind and Platinum Boxing had begun their projects in April 2024 and have submitted their second annual report. However, she pointed out that Burntwood Be A Friend and St Anne's Church begun their project in October 2024 so they have provided their six monthly report.

Burton and District Mind

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

RESOLVED That the contents of the report be noted and the final payment be approved.

Platinum Boxing

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

RESOLVED That the contents of the report be noted and the final payment be approved (to be paid in quarterly payments).

Burntwood Be A Friend and St Anne's Church

RESOLVED That the contents of the report be noted.

52. BURNTWOOD LIONS WHITE GOODS SCHEME ANNUAL UPDATE

Councillor Evans explained that she together with the Community Development and Engagement Officer had met with the Burntwood Lions to discuss the White Goods Scheme and their progress this year. She explained that the white goods were sourced locally (Hathaway Domestic Appliances).

Referring to the referral source, Councillor Wittstock asked if Bromford were the only Housing Association in Burntwood. Councillor Evans confirmed that they were not. Councillor Tranter thought that Bromford could themselves provide support to residents experiencing financial hardship. Councillor Wittstock confirmed that Walsall Council provide funding through the Household Support Fund scheme funded by Government.

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

RESOLVED That £4,326 be approved for payment in April 2026 for the White Goods Scheme. As previously agreed, the increase in payment falls in line with the Town Council's precept.

53. 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.

54. FEEDBACK FROM THE 2025 RECIPIENTS OF THE BURNTWOOD TOWN COUNCIL STUDENT AWARD IN MEMORY OF STEPHEN SUTTON MBE

Members noted the content of the feedback form.

(The Meeting closed at 6.54 pm)

Signed

Date