

**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 THURSDAY 02 JULY 2026 COMMENCING AT 6.00 PM**

PRESENT

Councillor Evans (in the Chair)
Councillors D Ennis, R Ennis, Gittings, P Taylor, Tranter, 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.

1. **APOLOGIES FOR ABSENCE** were received from Councillor Bishop, Councillor Coe MBE, Councillor Kirkham, Councillor Kube and Councillor Wittstock.

2. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

Councillor D Ennis declared an interest in Agenda Item 6 – Informal Update on the Burntwood Wakes Festival 2026 as Haywoods Blinds is supporting this event.

3. **MINUTES**

The Chair reminded Members that they were being asked to comment solely on the accuracy of the minutes as the minutes had been approved at Full Council on 20 May 2026.

It was proposed by Councillor D Ennis, 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 07 May 2026 (Minute Nos. 55-62) be approved as a correct record.

4. **COMMUNITY ENGAGEMENT**

Councillor Evans informed Members that she had recently attended the Burntwood Lions' coffee morning held at Burntwood Library. She confirmed that she along with other Members had also attended the on-line Active Bystander Awareness Session on Thursday 11 June and she thanked the anonymous donor for paying for the session which was of benefit to a number of community groups as well as Councillors and Officers. Councillor Evans also mentioned that she had attended the raising of the flag event at Burntwood Library on Saturday 27 June in respect of Armed Forces Day.

The Community Development and Engagement Officer updated Members on Creative Burntwood marking the completion of their first year. They have seen success with the Burntwood Community Choir, the youth theatre group, partnership activities with groups like Spark and Magnolia Friends, and a programme of live performances at venues across the town. A video produced by the Garrick Theatre about Creative Burntwood's first year had been shared on social media and it was agreed that the Community Development and Engagement Officer would send the link to Members. The Community Development and Engagement Officer stated that she had attended a partners catch up with members of the Garrick and Lichfield District Council to hear about the ongoing plans for year two of the project.

As a result of being accepted for the blue tokens at Tesco, the Community Development and Engagement Officer confirmed that the Town Council had received £500 funding which would go towards providing sandwiches at one of the Play in the Parks events. She thanked everyone who shared the information about this and voted in store.

The Community Development and Engagement Officer explained that the Town Council had organised an online Active Bystander Awareness Session which went ahead on Thursday 11 June and was attended by staff and Councillors, as well as staff, volunteers and representatives from locally based organisations and charities including Lichfield District Council, Spark, Burntwood Be A Friend, Citizens Advice South East Staffordshire, and others. The session was funded by a resident in support and acknowledgement of the Town Council's work as a White Ribbon Supporter Organisation.

The Community Development and Engagement Officer gave a summary of the advertising and promotion that had already been undertaken so far in respect of the Burntwood Wakes Festival.

5. BETTER BURNTWOOD FUND

Councillor Evans explained that Chasetown & District Horticultural Society had submitted two applications for funding with a combined total of £410 and she asked if Members had any questions or comments to make.

5a. Chasetown & District Horticultural Society

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

RESOLVED That the Chasetown & District Horticultural Society be awarded £160 towards the cost of a first aid kit and storage chest.

5b. Chasetown & District Horticultural Society

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

RESOLVED That the Chasetown & District Horticultural Society be awarded £250 towards tree surgery.

6. INFORMAL UPDATE ON THE BURNTWOOD WAKES FESTIVAL 2026

Referring to the informal update relating to the Burntwood Wakes Festival for 2026, Councillor Evans asked if Members had any questions.

Councillor D Ennis asked the Deputy Clerk, who is the lead officer for the Wakes Festival, if everything was in place. The Deputy Clerk confirmed that the only item outstanding was the schedule for the stage and arena. Councillor P Taylor explained that he was awaiting a response from an email sent to the Town Clerk on 03 June 2026.

7. 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.

It was noted that the events being held at Redwood Park and Burntwood Memorial did not currently have packed lunches and Councillor Evans confirmed that Burntwood Be A Friend had already provided crisps and bottles of water for these two events. Councillor D Ennis emphasised the importance of providing packed lunches due to the ongoing cost of living crisis. The Deputy Clerk explained that she may have secured a potential sponsor towards packed lunches (who would rather not have any publicity) for the Redwood Park event. Councillor D Ennis stated that he was under the impression, following attendance at a recent Rotary Club meeting, that the Rotary were providing a barbecue at Burntwood Memorial. If this is not the case Councillor D Ennis felt that the Town Council should provide packed lunches. It was **agreed** that the Deputy Clerk would obtain clarification.

8. 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. She explained that this year there would be a stage which would be located on the car park of Haywoods Blinds opposite the Christmas tree. Councillor Evans thanked Haywoods Blinds for allowing the Town Council to use their land which will be of benefit for the visibility of the performers.

9. BETTER BURNTWOOD FUND – COMMISSIONING PROGRAMME

The Community Development and Engagement Officer explained that back in February 2023, Members agreed to change the 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 identified priorities.

Members were asked if they wished to support the continuation of the 3-year commissioning programme and begin the next cycle of delivering specific services to meet pre identified priorities within the town. Members were informed that this is the time to review and make adjustments if necessary.

Members discussed the commissioning programme in depth. Councillor D Ennis felt that complacency had set in with very little recognition of the Town Council's involvement and he feared reputational damage should funding be pulled and suggested a 1-year commissioning programme. Councillor Tranter agreed that perhaps an annual commissioning programme was the best way forward as we are responsible for taxpayers money.

Councillor P Taylor pointed out that back in 2023, the Town Council decided to move away from one-off payments as a three year commissioning programme would enable organisations to get seed funding because it was a three year grant and the primary function was to do good things in Burntwood (bringing in the services to

Burntwood). Councillor P Taylor proposed a one year commissioning programme with an opportunity/extension for a further two years as long as all metrics were met. He felt that the Town Council had more experience this time round however this was not seconded and he therefore withdrew the proposal. Councillor D Ennis queried how do we know if the metrics are met and how do we view success as we cannot physically see the outcomes and he felt that the reporting was bland and could be better. The Community Development and Engagement Officer stated that more detail could be built into the Terms and Conditions and that the organisations could attend Full Council so that all Members have an opportunity to ask questions. Councillor Evans felt that it was important that all Members had the opportunity to ask questions, however, it was pointed out that Councillor Evans together with Councillor P Taylor and the Community Development and Engagement Officer do meet up with the organisations from time to time to obtain feedback.

Councillor Gittings suggested a 'buddy up' scheme to monitor the organisations performance and Members felt that this was a good idea.

Following more in depth discussions, it was proposed by Councillor D Ennis and seconded by Councillor Evans and following a unanimous show of hands it was

RECOMMENDED That

- a. A 2-year commissioning programme be approved together with the timescales set out in the report.
- b. The Committee seeks approval from Full Council to include an uplift in the budget from £15,000 per year to £18,000 per year.
- c. The recipients are requested to attend Full Council to explain process to all Members.

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

Referring to the Student Award, Councillor Evans asked if Members had any questions.

In respect of the proposal options (1) all applications be brought to Community and Partnerships full Committee on Monday 09 November or (2) a separate awards panel is set up with a minimum of three Councillors to meet in November, Councillor D Ennis felt that this decision could be delayed until such time as the number of applications received is known.

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

RECOMMENDED That The Burntwood Town Council Student Award in Memory of Stephen Sutton MBE be relaunched and the Community Development and Engagement Officer be directed to launch and promote the award.

(The Meeting closed at 7.30 pm)

Signed

Date