



BONEY HAY
BURNTWOOD
CHASE TERRACE
CHASETOWN

The Old Mining College Centre
Queen Street
BURNTWOOD
WS7 4QH

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Our Ref: SL/JM

14 August 2026

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, Kube, 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 **Tuesday 01 September 2026 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 meeting of the Community and Partnerships Committee held on 02 July 2026 (Minute Nos. 1-10) (**ENCLOSURE NO. 1**)

4. 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.

5. BETTER BURNTWOOD FUND

To consider applications received from:

- i. Burntwood St Matthews Cricket Club (**ENCLOSURE NO. 2A**)
- ii. Grangemoor Working Mens Club – Over 50's Lunch Club (**ENCLOSURE NO. 2B**)
- iii. Voices4Cats (**ENCLOSURE NO. 2C**)
- iv. Fun Club Hub (**ENCLOSURE NO. 2D**)
- v. Burntwood Litter Heroes (**ENCLOSURE NO. 2E**)
- vi. Burntwood Be A Friend (**ENCLOSURE NO. 2F**)

6. BURNTWOOD WAKES FESTIVAL 2026 AND PLAY IN THE PARKS 2026 – FEEDBACK

Members to discuss the Wakes Festival 2026 event and the feedback received from Seventeen43 Management (**ENCLOSURE NO. 3A**). Members to discuss the Play in the Parks 2026 events and the feedback received from Seventeen43 Management (**ENCLOSURE NO. 3B**).

7. INFORMAL UPDATE ON THE CHRISTMAS EVENTS 2026

Members to receive an update on the Christmas Events 2026 (**ENCLOSURE NO. 4**)

8. BURNTWOOD LIONS WHITE GOODS SCHEME QUARTERLY UPDATE

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

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 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 relaunch and the Community Development and Engagement Officer be directed to launch and promote the award.

(The Meeting closed at 7.30 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	Burntwood St Matthews Cricket Club
Address	Nightingale Walk, Burntwood, WS7 9QH
Email	[REDACTED]
Main telephone No.	[REDACTED]

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

Sports / social club focused around cricket. We are a local, volunteer run / supported cricket club that has been in existence in the same location in Burntwood since 1897. We generate all of our funding through volunteer activities and fund raising in the community and local initiatives. We aim to be a pillar of the local community in offering an inclusive organisation that provides sporting opportunities to anyone irrespective of ability, background or upbringing. Everyone is welcome!

Type of organisation:

☐ Informal group

☐ Registered Charity. Registered Charity Number _____

☐ 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 – no other funding received in the previous 12 months.

Describe your project and the support you require:

We are looking at providing a fence around the far extremity of the pitch to protect the local residents gardens as much as possible. We have had instances where balls have gone into gardens which has caused friction with the local community.

We are looking at potentially using sleepers / planks of wood painted white that will protect the ball from entering other locations when it is across the floor. Ultimately, the goal will be to have nets up high to protect from balls in the air and along the ground – but only ground is possible at this time.

These will be painted white to ensure they fit into the aesthetics of a cricket field.

This will be essential to ensure our relationship with local residents stays healthy and that we can continue to involve the local community as spectators.

If any of those responsible for the grant have been to the site, this is in the top corner by where the large hedge is. This will protect the hedge and also the local residents behind this.

Our funds have heavily reduced in recent years / months as we have had to spend considerable reserve funds on tree protection, the falling of trees and other non-essential cricketing items.

Additional sheet attached ☐

Funding breakdown and total amount requested:

Item	Amount
Wood	
Paint	
	Total: £500

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

Will ensure that local residents property is protected – where at the moment, there is nothing to stop the balls from entering the local residents properties. There have been instances recently where residents have become frustrated with players entering their property to secure the ball.

This will also benefit players and spectators ensuring that the ball is kept in play for longer and less time is spent searching for balls – ensuring noise is reduced for local residents.

☒ A recent statement of accounts is attached.

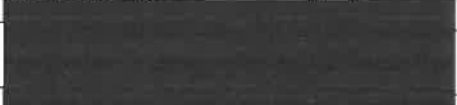
☒ A copy of our constitution is attached.

☒ 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.

☒ If successful we agree to acknowledging Burntwood Town Council in any publicity relating to the activity for which the funding has been given.

☒ 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	
Date	21-7-26

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

Burntwood Town Council

Application for the Better Burntwood Fund (funding of up to £500)

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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	Grangemoor Working Mens Club Over 50's Lunch Club
Address	112 Cannock Road Burntwood Staffs WS7 0BG
Email	info@grangemoorwmc.co.uk
Main telephone No.	[REDACTED]

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

Community lunch club for people over 50.
To enable people to socialise, meet new people & be more active with our games, entertainment & trips we put on. Our lunch club membership is around 90 people & they all live in Burntwood.

Type of organisation:

- | | |
|---|--|
| ☐ Informal group | ☐ Community Interest Company |
| ☐ Registered Charity. Registered Charity Number _____ | ☐ Company Limited by Guarantee |
| ☒ Society or Club with Adopted Constitution | ☐ 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:

We are actively looking for funding to enable us to provide a wider range of games, to help fund our future trips (coach). Any funding would help towards a Christmas party/event with entertainment & food. We are an established club & have been actively running for 12+ years.

Additional sheet attached ☐

Funding breakdown and total amount requested:

Item	Amount
Games	£150-00
Coach trip	£150-00
Christmas	£200-00
	Total: £500-00

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

Any funding will be spent on the members of the lunch club. All extra activities will benefit the members. Most are pensioners on limited budgets so will enable them to attend more > enjoy the trips.

- ☐ A recent statement of accounts is attached.
- ☒ A copy of our constitution is attached.
- ☒ 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.
- ☒ If successful we agree to acknowledging Burntwood Town Council in any publicity relating to the activity for which the funding has been given.
- ☒ 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	
Date	20/7/2026

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

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	Voices4Cats
Address	
Email	Secretaryv4c@gmail.com
Main telephone No.	

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

Voices4Cats Charity Objectives are:

- For the benefit of the public to relieve the suffering of animals in need of care and attention and, in particular, to provide and maintain rescue homes or other facilities for the reception, care and treatment of such animals.
- To promote humane behaviour towards animals by providing appropriate care, protection, treatment and security for animals which are in need of care and attention by reason of sickness, maltreatment, poor circumstances or ill usage and to educate the public in matters pertaining to animal welfare in general and the prevention of cruelty and suffering among animals.

Voices4Cats have the following:

- 4 trustees of which 3 live in Burntwood (1 locally in Hednesford)
- 16 member volunteers of which 9 live in Burntwood (5 locally in Hednesford, 1 in Rushall and 1 in Great Wyrley)

Type of organisation:

☐ Informal group

☐ Registered Charity. Registered Charity
Number 1217444

☐ 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?:

Yes – we receive funding via donations, grants and other fundraising activities.

Describe your project and the support you require:

We have launched The Stray Cat Welfare Project, working in partnership with veterinary practises including Pool House Vets in Burntwood and Lichfield with the aim to improve welfare standards of cats. Across the UK there are thought to be 900,000 cats strayed or abandoned and only 150,000 rescue spaces available. This is a huge discrepancy between cats who are able to receive the care that they need.

Burntwood has its share of cats suffering because they do not have owners or a home they belong to. We have seen a huge increase in the number of cats suffering on the streets and we want to make a difference to these cats and this has led to the creation of The Stray Cat Welfare Project. We support by ensuring strayed or abandoned cats receive the appropriate care including vet treatment, neutering, food, shelter etc whilst they shelter in place waiting for their turn to come into a rescue. In addition to supporting finders within the community with any and all elements of cat care.

Although we are currently operating on a small scale we have already seen a huge improvement in the welfare of the cats involved in this program and want to expand to help more cats.

To help support our project we are requesting a grant to cover the following equipment:

Outdoor Shelters

MDC Trap

Transfer Carrier

Hospitalisation Carrier

Extra Long Rescue Trap

Vets Best Mate Carrier

Approx Cost supplied below, where possible we will seek to obtain deals or purchase during sales, if we manage to achieve any savings, we will utilise funds to purchase outdoor shelters.

Additional sheet attached ☐

Funding breakdown and total amount requested:

Item	Amount
Outdoor Shelters	£20 per unit
MDC Trap	£151
Transfer Carrier	£64
Hospitalisation Carrier	£84
Rescue Trap Extra Long	£125
Vets Best Mate Carrier	£68
	Total: £492 + £20 per unit (per cat)

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

The direct beneficiaries are the cats and kittens in our care — animals who would otherwise have no safe place to go. Members of the public who encounter stray cats also benefit directly — we offer guidance and a point of contact for people who would otherwise not know where to turn. More broadly, every cat we successfully support benefits the public and reduces pressure on already-stretched rescue services and local authorities across the region.

- ☐ A recent statement of accounts is attached.
- ☐ A copy of our constitution is attached.
- ☐ 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.
- ☐ If successful we agree to acknowledging Burntwood Town Council in any publicity relating to the activity for which the funding has been given.
- ☐ 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	<i>Jessica O'Sullivan</i>
Print Name	Jessica O'Sullivan
Date	27 July 2026

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

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	Fun Club Hub
Address	
Email	funclubyp@gmail.com
Main telephone No.	

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

We are a award-winning youth provision that offer

- *Youth Clubs
- *After School Club
- *Motivations informal education workshops
- *Community Events
- * Summer scheme
- *Social Action Projects
- *Volunteering opportunities

Numbers

We run a after School club in EDA School 40 young people attend each session there is a waiting list

We run a once month Youth Club at St Anne's Church last Wednesday of every month 30 young people attend this session

We run the space summer scheme 30 young people attend this session.

Type of organisation:

☐ Informal group

*☐ Registered Charity. Registered Charity
Number 11867361

☐ 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?:

We have funding to run all our Provision from a variety of different funding streams , we have had no funding from Burntwood Town Council

Describe your project and the support you require:

The project is to support the Christmas Fayre that Burntwood Town council organise
We will offer a Teen tent with activities around keeping safe in the darker nights gaming experience and Christmas crafts.
A one stop area for young people and parents to gain information on local services for young people.

Additional sheet attached ☐

Funding breakdown and total amount requested:

Item	Amount
Staffing	£200
Volunteers expenses	£50
Resources glow up /food snacks	£250
	Total:£500

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

The young people of Burntwood will receive glow up items for clothing and bikes
Young people who volunteer this will be added to their volunteering hours .

- ☐ A recent statement of accounts is attached.
- ☐ A copy of our constitution is attached.
- ☐ 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.
- ☐ If successful we agree to acknowledging Burntwood Town Council in any publicity relating to the activity for which the funding has been given.
- ☐ 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	KMc
Print Name	Kerry McCabe Crowley
Date	29/07/26

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

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	Burntwood Litter Heroes
Address	
Email	
Main telephone No.	

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

To keep the town as litter-free as possible, to assist the environment and engage with the community with volunteers, friendships formed and make our town a place to be proud of

Type of organisation:

☐ Informal group

☐ Registered Charity. Registered Charity Number _____

☒ 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 last grant was May 25 from Burntwood, Staffs County; Sept 26

Describe your project and the support you require:

We provide equipment to volunteers around the town. We have a storage hut for supplies and are trying to increase the number of litter pickers in the town to around 70, ensuring we have 20-30 regular pickers.

We have now purchased pickers to distribute to organisations, scouts, and schools for children thanks to prior grants and private support- we have also purchased some 6 ft and 8ft pickers, allowing us to clear hedgerows and streams.

We are now looking to expand the adult pickers pool to allow us to do the same for companies' CSR days and promote this further.

We have had graphics completed and QR codes, so we can now start distributing leaflets around workplaces and getting additional connections with businesses. application Burntwood

Additional sheet attached ☐

Funding breakdown and total amount requested:

Item	Amount
15 adult pickers	300
15 hoops	90
Gloves & hi Viz	110
	Total: 500

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

We have ensured we are visible in the town with social media interactions and group picks with business to promote us

Living in a litter free environment helps residents and reduces the costs to the council

☐ A recent statement of accounts is attached.

x☒ A copy of our constitution is attached.- previously submitted

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	Sarah Evans
Print Name	Sarah Evans
Date	30 th July 2026

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



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	Burntwood Be A Friend
Address	The Community Store, 3 Jervis Court, Rugeley Road, Burntwood, WS7 1BL
Email	manager@burntwoodbeafriend.org.uk
Main telephone No.	

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

- Reduce the amount of food going into landfill whilst at the same time trying to combat food poverty within our local community.
- Reduce isolation/loneliness by promoting positive mental health & well-being.
- Promote self-reliance through the use of our community store and hub.
- Forge strong connections with local, regional & national organisations.
- Offer numerous & varied volunteering opportunities

We work with around 850 households through our Community Store and other activities, with 93 new households joining us in the last three months alone. Around two-thirds of these households are from the Burntwood area.

The Community Store is about much more than helping people save money on their food shop while keeping the dignity of choosing what they need. For many people, it has become the first place they turn when they need help. Thanks to the strong relationships we've built with local organisations, we're able to make warm referrals, helping people access the right support quickly and making sure they don't have to navigate services on their own.

As well as referring into to other organisations, we are actively building a support network of groups and activities that exist under the Burntwood Be A Friend name. Having a BACP registered counsellor working for us allows us to refer in to them effortlessly and without the long waiting lists. Our wellbeing walks and Dry Pub, alongside the partnership we have with the welcome space, allow us to "triage" people and find help for them quickly. The Community Garden @ Longfellow Road has opened up another level of help, providing its participants not only with wellbeing support but it also takes on the role of educating,

building confidence and even giving some a sense of purpose whilst bring community to Burntwood.

Type of organisation:

☐ Informal group

☐ Community Interest Company

/ Registered Charity. Registered Charity
Number __12000409_____

☐ Company Limited by Guarantee

☐ Society or Club with Adopted
Constitution

☐ Local branch of a national organisation

☐ Other (please specify)

Have you received any other funding within the last 12 months?:

Yes

Describe your project and the support you require:

While other parts of Burntwood Be A Friend have grown and started to flourish, the Community Store has been getting busier and busier leaving it in need of some desperate updating. The old MDF shelves we started with 5 years ago are now stained and warped beyond recognition and need replacing with something that is hygienic and fit for purpose. Our 2 door commercial freezer that we have had since the beginning is on its last legs and struggling to get to optimum temperature.

Anyone that has used the store in the last few months knows that the temperature inside really isn't ideal to work in or to store food in, with it reaching up to 40 degrees Celsius in there on a regular basis. We now also use the store for our counselling sessions and for staff to work in when the store itself is closed.

In order to continue, we require new shelving to provide a hygienic place for food to be kept, a chilled unit to prolong the life of our fresh fruit and vegetables, a new shop floor freezer to abide with health and safety regulations and a portable air conditioning unit to bring the temperature of the shop floor down.

Additional sheet attached ☐

Funding breakdown and total amount requested:

Item	Amount
£500 towards the cost of a new commercial freezer that totals £2500	£500
	Total: £500

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

The people who benefit from this project are those living in Burntwood and the surrounding areas, where the need for our support continues to grow. Demand for our services is higher than ever, and our Community Store now needs more than 1,030kg of food every week to keep up. Each week, our volunteers give their own time to collect around 700kg of surplus food from local supermarkets. Not only does this help us keep our shelves stocked for the families who rely on us, but it also prevents a significant amount of perfectly good food from ending up in landfill. The beneficiaries vary more than ever before. They are the unemployed, they are the single parents, they are the long-term disabled, they are the home-owners, they are in full-time employment, they are fleeing domestic violence, they are recovering addicts, they are homeless. The reality is that everyone is struggling in one way or another and BBAF are here for everyone.

/ A recent statement of accounts is attached.

/ A copy of our constitution is attached.

/ 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.

/ If successful we agree to acknowledging Burntwood Town Council in any publicity relating to the activity for which the funding has been given.

/ 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	D. Parker
Print Name	Daniella Parker
Date	03/08/2026

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



Post Event Review

EVENT: Burntwood Town Council, Wakes Festival - 18th July 2026

What went well

	<u>What area</u>	<u>What made it go so well?</u>	<u>Recommended for next year's event? (Yes / No)</u>
1	Logistics to set up the event	Following the site map to getting all attractions on site. Maybe have agreed site map printed off for all key personnel	Yes
2	Bescot Promotions	Very good addition to the Wakes. Plenty of new stalls. Set up early and cleardown was executed very well	Yes
3	Security staff	Supported the day well. Responded quickly to Event Control to deal with event issues. Were required to manage the car park entrances & exits	Yes
4	Celebrity host (Gemma)	Gemma was engaging with the public and did what was asked of her throughout the day	Yes
5	Stage and public seating areas	Continues to be the correct size stage for the event.	Yes
6	Lost Children (Found Children)	3 incidents were all successfully reunited with parents. New lost children policy was followed successfully	Yes

What areas could be improved

	<u>What area</u>	<u>Why was it not ideal?</u>	<u>How do we improve for next year's event?</u>
1	Parking on the unused Football pitch	Cars parking on the unused football pitch – Leisure Centre not happy	Gain permission to use the football field as extra parking space
2	Better event support from Leisure Centre staff	- Access to the Sports hall was initially denied. - The Biffa bins were full at the start of the day - Key point of contact from the leisure Centre wasn't present	Pre event meeting at the Leisure Centre
3	Radio comms	A lot of event decisions throughout the day were verbally requested. More Radios to be provided between Seventeen43 staff, security and Burntwood Town Council	Seventeen43 to provide more Radios
4	Cleardown of event	Manage cars leaving the field at 4pm. Better use of hired staff and volunteers to ensure the safety of the public that are still hanging around on the field	Prioritise clearing the public to a safe zone allowing vehicles to start to exit around the unused football pitch

Summary: Excellent Wakes event. Very well received from the public feedback and great attendee numbers.

Seventeen43 Limited - Post Event Review: Burntwood Town Council, Play in the Parks - July / Aug 2026

	<u>Venue</u>	<u>What went well</u>	<u>What was not Ideal</u>	<u>Recommend for next year's event?</u> (Yes / No)
1	Chase Terrace	• Very popular / well attended • Plenty of activities • Support staff and BBQ food • Manage the gate entrance better this year	• Lack of parking / access.	Yes
2	Spark, Springhill	• Plenty of space • Support staff from Spark • Support from sponsors (Tara group)	• Nothing of note	Yes
3	Burntwood Park	• Plenty of grass space • Portalo toilets were beneficial	• Park entrance not ideal and need constant managing of cones and gate exits	Yes
4	St Anne's Church	• Made best use of the space available • Support from sponsors (Tara Group) • Burntwood Be a Friend helped manage the public • Cadent Volunteer Day helped manage the traffic • All entertainment arrived early to set up • Church indoor activities were very popular • Managed school car park well	• Chasetown Football Club had an event on the same day which caused more traffic and less public parking space.	Yes

<u>Venue</u>	• <u>What went well</u>	<u>What was not Ideal</u>	<u>Recommend for next year's event?</u> <u>(Yes / No)</u>
5 Burntwood Leisure Centre	- Well attended - All entertainment arrived on time	- No show from Tara Group - Complaint received from the public.	Yes
6 Redwood Park	- Made best use of the space available. - Access to the Car Park went well	- Toilets were a constant challenge, and some were blocked from an early point of the day - Council repair work to the steps to the big slide was not planned and needed managing	Yes
7 Burntwood Memorial	- Fairly well attended considering limited car parking space. Could we get permission to use Fulfen Primary school car park as an overflow? - Made best use of the space available. - Set up and clear down was timely - Burntwood Rotary support was excellent, managing the car park though out the day and the closed off area as requested for the 'nesting' of animals	Some initial confusion from COGS event and Play in the Parks but was not an issue and the two separate entities continued to operate successfully	Yes (Subject to venue / COGS agreement)

Christmas Events 2026

Dates & Locations:

Monday 23 November – 6pm to 7pm – Corner of Bells Lane/Longfellow Road

Saturday 28 November – 4pm to 7pm – Sankey's Corner

Items Booked Already:

Organisation	Items
Burntwood Rotary	Santa (for both events)
Roadtech Cutting Services Limited	28.11.2026 Road Closure
Burntwood Library	28.11.2026 Xmas Fayre 2-6pm
Boney Hay Primary Academy	23.11.2026
Chase Terrace Primary School	28.11.2026 On the stage
Burntwood Community Choir	28.11.2026 On the stage
Stage	28.11.2026 Quotation received for mobile stage unit, audio equipment, tech support, D&C, and sound engineer. To be located on the car park of Haywoods Blinds facing the Xmas tree
Bescot Promotions	28.11.2026 Market Stalls
The Best Fun Limited	28.11.2026 Snow Globe and Santa's Grotto
Anne and James Scandrett	23.11.2026 Music
Great Wyrley Concert Band	28.11.2026 On the Stage
Pat Collins Funfair Rides	28.11.2026 Miami and two Childrens Rides
Burntwood Community Church	28.11.2026 Gospel Choir On the stage
Festival Glitter & Henna	23.11.2026 & 28.11.2026 Face Glitter
J&B Medical and Security Services Limited	28.11.2026 First Aid
PPL PRS	28.11.2026 Music Licence

Enquiries made & Quotations requested:

Organisation	Items
Gomm Insurance Limited	Insurance
Seventeen43 Management	Event Management Plan, Gazebos

Sponsorship

Name
County Councillor Robin Hall
County Councillor Andrew Clissett
Bromford

Burntwood Town Council

Community and Partnerships Committee

Monday 1st September 2026

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 from 01 April – 30 June 2026 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 received 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.

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 £4,326 to cover the period April 2026 – March 2027 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 9 families between April and June 2026 at a cost of £2,177, leaving £2,149 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 £4,326 in April 2026 from Burntwood Town Council 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: 1 April – 30 June 2026

Date	Client No.	Postcode	Referral Source	Item	Cost
13.04.26	433	WS7	Bromford	Tumble Drier	£269
22.04.26	439	WS7	Bromford	Fridge Freezer	£249
12.05.26	444	WS7	Bromford	Cooker	£260
19.05.26	443	WS7	Bromford	Cooker	£250
19.05.26	446	WS7	Lichfield DC	Cooker	£250
24.06.26	447	WS7	Lichfield DC	Fridge Freezer	£199
10.06.26	448	WS7	Bromford	Double bed	£250
10.06.26	449	WS7	Bromford	Carpet	£190
12.06.26	450	WS7	Bromford	Cooker	£260
Quarterly total:					£2,177
Annual total (from April '26):					£2,177
Funding remaining:					£2,149

Case study (April): Case 439

This individual had nothing in their flat, only some clothes, duvet and pillow, small kitchen items and a few personal items. They had newly moved into the area from another part of the country so had no local connections or people they know that can support them. This resident had hardly any food so we provided guidance on where could support them and they were able to visit the Community Store for a weeks supply of food, and now regularly visit the Community Store.

We provided a fridge freezer, small items of furniture, a sofa, cleaning materials, bathroom accessories and kitchen goods. This resident stated that Burntwood is the friendliest place in the country. They have since settled and made friends, visiting the library and other places for support.

Case study (May): Case 443

This single parent has two children under 10. They struggle financially, although they do work, but receive no additional support from the children's other parent. This resident had sourced some items for free, but both the cooker and washing machine were broken. We were able to support this family with a cooker.

Case study (June): Case 448

This resident lived with their grown up child and both have learning difficulties and are neurodiverse, as well as having physical health issues. The parent did not have a bed and was sleeping on the sofa. We were able to supply a bed and also provided bedding.