

Amenities, Leisure and Community Services
Thursday 10th March 2022
The Trinity Centre
7pm

Present:

Cllrs Pears (Chairman), Ashley -Higgins, Cummins Griffin, Jolley, Mosson, K Ward and Cllr Wood as a non-voting observer.

In Attendance:

Olive O’Sullivan – Chief Executive Officer (CEO) and Jessica Johnson -Community Engagement Officer.

There was one member of the public and no press present.

46 Apologies for Absence

No apologies received.

47 Declarations of Interest

Cllr Wood declared a non-pecuniary interest in Item 52, as a plot holder at the Boulevard Allotments.

48 Minutes of the Previous Meeting

Resolved that the minutes of the meeting of Amenities, Leisure and Community Services held on 13th January 2022 be signed as a true record of the meeting.

49 Matters Arising

The CEO reported that Chester Road Baptist Church had made contact regarding the possibility of a defibrillator being installed by the Town Council.

The CEO advised that should Committee be in support, officers check if the location proposed was suitable and, if appropriate, progress the installation of the defibrillator reporting back to the next meeting.

The CEO reported that an opportunity to support a project with Friends of Wylde Green Train Station had arisen and that this project aligns with priorities from Strategic Plan 4.1 and ‘Britain in Bloom’. The group comprises of 19 members and is looking for financial support of £1,000 for their ‘Butterfly Project’.

This project aims to support the butterfly population and provide an information board created by the Community Shed at the St Martin’s Social Care Project detailing information provided by the West Midlands Butterfly Conservation Society. There would also be a small wildflower meadow planted to help attract butterflies and

pollinators. A metal sculpture of two butterflies and a flower would also be produced by a local artist.

The CEO added that whilst the group could look to apply for a Community Grant, this would delay the work until June and the project would therefore not be completed in time for the Commonwealth Games. The CEO advised the project could be progressed using the CEO's delegated powers.

The Chairman agreed that the project would align with the Britain in Bloom criteria and help to improve places within the town. He added that the group undertook great work and had supported and encouraged others to adopt and take care of their local train stations.

Cllr Wood declared a non-pecuniary interest as a member of Wylde Green Neighborhood Forum, adding that the forum had supported Friends of Wylde Green Train Station to negotiate with Network Rail and to plant trees.

The Chairman suggested the Mayor and /or Committee members could undertake cheque presentations for Community grants going forward to showcase ways in which the town council had supported the local community. Cllr Jolley added this may help to encourage others to engage with the Town Council. The CEO advised this could be done post elections as publicity restrictions apply during the pre-election period.

Resolved to note the matters arising.

50 Questions from Members

No questions were received.

Cllr Wood left the meeting at 19:13.

51 Minutes of the Health and Wellbeing Partnership

In response to a question about the future meeting dates of the Health and Wellbeing Partnership, the CEO advised the next scheduled meeting will take place on the 7th April.

The Chairman asked whether the Parish Nurse update had been received. The Community Engagement Officer reported that an update from the Parish Nurse had been received and would be shared with members of the Partnership, adding that the Parish Nurse would also be invited to attend subsequent partnership meetings.

Resolved to note the minutes of the Health and Wellbeing Partnership held on 10th February 2022.

52 Minutes of the Sutton Coldfield Allotments Sub Committee

The Chairman asked for further clarification on the responsibilities of the Town Council and the individual Allotment Associations in regard to the proposed 50% commission payable to the allotment associations, as detailed in the Allotments Sub-Committee minutes.

The CEO summarised that currently, associations collect rent from plot holders which is paid to Birmingham City Council (BCC). BCC then repay associations 10% of the amount they collect to carry out minor maintenance. Associations also put together an annual 'wish list' of maintenance and repairs which is submitted to BCC for consideration. The requests received from associations across the City are prioritised by BCC when determining the sum to be devolved back to each association.

The CEO added that the annual income gained from the Sutton Coldfield allotments is approximately £30,000 and therefore to repay associations 50% would not be a hugely significant sum, adding that this would be reviewed after two years.

Schedules 3 and 4 of the draft management agreement outline the responsibilities of the Associations for minor repairs, ground maintenance and utilities. Associations are expected to undertake minor works such as repairs to gates, standpipes, toilets, minor fencing, potholes and maintenance such as rubbish removal, servicing of cess pits and portaloos and treatments for infestations. The Town Council is responsible for tasks such as hedge cutting, tree works and major improvements. Until the cost estimates are received for these works and the bill of quantities drawn up for the regular maintenance of sites, it is difficult to establish what it will cost the Town Council to manage and to maintain the sites.

The CEO reported the Town Council could undertake site clearance of overgrowth, rubbish etc from sites as part of the agreement with idverde for the Town Ranger contract, which would get the allotment sites into good working order. Once the sites are brought up to a good standard, it would be reasonable for the Town Council to expect associations to undertake more of routine maintenance in future years.

The Chairman commented that there would be a need for Allotment Associations to accrue a sinking fund particularly for gas and electric, and that they may not be eligible to apply to the Community Grant scheme as the sites would be owned by the Town Council.

Cllr K Ward added that the remuneration arrangement will be reviewed after a two-year period and that the Town Council aims to create allotments to be proud of and therefore need that initial investment.

The CEO replied that utility bills are included within the agreement and that associations would have to use its reasonable endeavours to monitor and minimise leakage from water supplies and inform the Council of underground leaks requiring repair.

Resolved to approve that a Quantity Surveyor is commissioned to undertake a detailed cost estimate for the capital improvements identified in the surveys of the Sutton Coldfield allotment sites that were undertaken in November and December 2021.

Resolved to approve that the draft Royal Sutton Coldfield Town Council Allotment Rules are adopted.

Resolved to approve that the financial remuneration to the Sutton Coldfield Allotment Associations for site management, maintenance and minor repairs be based on 50% commission paid on rents when the allotments are transferred to the Town Council.

53 Minutes of the Royal Sutton Coldfield Dementia Friendly Communities Steering Group

The Chairman asked for further details on the proposal for bikes rides within Sutton Park during Dementia Action Week.

The Community Engagement Officer replied that the bike rides were a proposed activity that could be delivered during Dementia Action Week. Bikes would be accessible and allow for residents with dementia to benefit from the positive health and wellbeing benefits associated with being outdoors. The Community Engagement Officer added that conversations with Senior Park Rangers from BCC are being held to make sure it is appropriate for the site.

Resolved to note the minutes from the Royal Sutton Coldfield Dementia Friendly Steering Group meetings in January and February 2022.

54 Dementia Action Week

The Community Engagement Officer summarised that Dementia Action Week was an Alzheimer's Society initiative and aims to help raise awareness of the prevalence of dementia and its challenges. Engaging with this campaign would also support the application to make Royal Sutton Coldfield a Dementia Friendly Community.

The Community Engagement Officer added that she was liaising with various members of the steering group to put together a plan of activities for the week. This could include outdoor activities, crafts and Dementia Friends sessions to raise awareness of dementia and local support services.

Resolved to approve a programme of events be developed and delivered during Dementia Action week (16th-22nd May).

Resolved to approve a sum of £4,000 from the Social Inclusion Budget to fund activities to be delivered during Dementia Action Week.

55 Community Grants

Committee considered the recommendations of the Community Grant Panel as detailed in Appendix 1 of the report.

The Chairman informed Committee that approval of these grants would use the remaining budget in the Devolved Grants and Social Inclusion for 2021/22 and would use the Earmarked reserves for the balance.

Cllr K Ward commented that he was pleased to see applications from groups for smaller amounts to deliver meaningful projects.

Cllr Cummins commented that she was pleased to see an application from Friends of Hill Hook as they are a fantastic organisation.

The Chairman commented on the need to gain feedback from groups throughout and after their project to enable the Town Council to publicise the benefits the Community Grant scheme brings to the community.

Organisation	Project	Amount	Recommendations of the Grants Panel
45 th Sutton Coldfield Brownie Pack	Resources	£591.45	Approval from the Devolved Grant Budget
Sutton Coldfield Art Trail	Sutton Coldfield Arts Trail	£750	Approval from the Devolved Grant Budget
Friends of Hill Hook Nature Reserve	Infrastructure and Conservation	£9915.08	Approval from the Devolved Grant Budget
Birmingham Scouts	Developing Scout Groups	£9,545	Approval from the Devolved Grant Budget
Cancer Support Centre	Supporting residents affected by Cancer in Sutton Coldfield	£10,000	Approval from the Social Inclusion Budget
Salus Fatigue	Supporting People with Chronic Fatigue	£10,000	Approval from both the Devolved Grant and Social Inclusion Budget

Resolved to approve an allocation of £591.45 to the 45th Sutton Coldfield Brownie Pack from the Devolved Grant Budget.

Resolved to approve an allocation of £750 to the Sutton Coldfield Art Trail from the Devolved Grant Budget.

Resolved to approve an allocation of £9,915.08 to Friends of Hill Hook Nature Reserve from the Devolved Grant Budget.

Resolved to approve an allocation of £9,545 to Birmingham Scouts from the Devolved Grant Budget.

Resolved to approve an allocation of £10,000 to the Cancer Support Centre from the Social Inclusion Budget.

Resolved to approve an allocation of £10,000 to Salus Fatigue from both the Devolved Grant and Social Inclusion budget.

56 Date of next meeting

Thursday 16th June, 7pm, Trinity Centre.

The meeting ended at 19:35pm.

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Signed

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Date