

**NOTES** of the **COMMUNITY ENGAGEMENT KEY AREA GROUP MEETING** held in the Council Chamber on **MONDAY 28 OCTOBER 2019** at 19.00 hours.

---

**Present:** Kathleen Willis Chairman  
Peter Chapman Vice Chairman

Emma Coe-Gunnell White\*  
Joseph Foster  
Tofojjul Hussain  
Sarah Lawrence  
Sylvia Neumann

**Also Present:** Judy Pointing Community Development Manager

Robert Duggan  
Robert Eggleston  
Anne Eves  
Janice Henwood

*\* Denotes non-attendance*

---

(19.00)

Kathleen Willis chaired the meeting and welcomed everyone.

**17. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**18. SUBSTITUTES**

There were no substitutes.

**19. DECLARATIONS OF INTEREST**

Robert Duggan declared an interest in the Cuckfield Stroke Communication Group as his wife was paid to lead their art sessions.

Janice Henwood declared an interest in Summerhaven as she was Chair of the group.

20. **NOTES OF PREVIOUS MEETING**

The Notes of the meeting of the Community Engagement Key Area Group held on Wednesday 19 June 2019, having been previously circulated, were AGREED and signed by the Chairman as a correct record.

21. **PRESENTATION BY PARKFIELD EQUINE SOLUTIONS**

Dr Terri Martinus, CEO of Parkfield Equine Solutions, accompanied by Linda Jordan, Chair of the Trustee Board, showed a video and gave a short presentation about their work.

Based in Hurstpierpoint, the charity was formed in April 2019. They ran 5-day 1-2-1 courses using specially trained horses, working with people experiencing mental and emotional distress who had disengaged with other sources of support. Their aim was to help the young people re-engage and to prevent them dropping out of school. They could also offer family sessions as well as training on non-verbal strategies for practitioners.

They had received funding from the National Lottery, Sussex Police and the Sussex Crime Commissioner. A fully funded course cost £750.

Terri and Linda were thanked for their interesting and informative presentation.

22. **SOCIAL MEDIA**

Members noted the contents of the progress report on the Town Council's Social Media activity, as outlined in Agenda Item 6.

Members noted the large numbers reached by the live broadcast from the Outdoor Cinema. It was suggested event page listings could be created for major Council meetings.

**RESOLVED** that:

- A) the contents of the report be noted; and,
- B) the creation of event page listings be considered for major Council meetings.

23. **OUTDOOR CINEMA**

Members noted the report outlined in Agenda Item 7. It was agreed the event was very popular and successful and to organise another film showing next year. The Cricket Club had requested the date be moved

to 12 September, after the outfield had been levelled and re-seeded following the end of the cricket season on 5 September.

It was asked whether next year a children's film could be shown before the evening film. An LED screen would be needed for a daytime showing and additional funding would be required for the hire of 2 films and 2 film licences.

It was suggested next year the tickets should be released in tranches during evenings / weekends.

**RESOLVED** that:

- A) the contents of the report be noted;
- B) use of an LED screen to show a children's film and evening film be investigated for 2020; and,
- C) the film tickets be released in tranches during evenings / weekends next year.

#### 24. **CHRISTMAS 2019**

Members noted the contents of the report on the town centre Christmas events, as outlined in Agenda Item 8.

Members were pleased to note there would be a stage this year with a programme of performances throughout the day. One more performer was needed for the afternoon. Burgess Hill Radio may be able to help.

The use of live reindeer was queried. The Town Council and reindeer company had liaised with Environmental Health safety regulations would be complied with, including provision of hand-washing facilities and adequate signage.

It was requested an area for wheelchair users be created in front of the stage so the children could see the proceedings.

It was confirmed that Mid Sussex District Council was offering free parking from 1pm on the day of the Christmas event and that £1.20 all day parking would be available in the long-stay car parks each Saturday in December.

**RESOLVED** that:

- A) the contents of the report be noted; and,
- B) an area for wheelchair users be provided in front of the stage.

25. **SUMMER FESTIVAL**

Members noted the Summer Festival report outlined in Agenda Item 9. Work was now under way for the 2020 Summer Festival. It was reiterated that the aim was to involve local community groups in organising Festival events. It was suggested the Town Council's social media could be used to engage groups.

Events for next year proposed by Councillors included women's rugby and a dog show. Kathy Willis offered to contact the Rugby Club with a view to offering a women's rugby session.

The town centre traders would be asked to contribute their ideas for and involvement in Festival event/s via the Bridge the Gap initiative. Robert Eggleston would ask NewRiver whether the table-tennis pop-up would still be in situ next June and if so, whether a Festival table-tennis tournament could be organised.

**RESOLVED** that:

- A) groups be engaged via the Town Council's social media;
- B) Kathy Willis contact the Rugby Club regarding a women's rugby session;
- C) the town centre traders be asked to contribute their ideas and participation; and,
- D) Robert Eggleston contact NewRiver regarding a table-tennis tournament.

26. **YOUTH EVENTS 2020**

Members noted the Youth Events report outlined in Agenda Item 10. The Town Council was grateful to Burgess Hill District Lions Club for funding the climbing wall at Easter, which had been very popular and busy throughout the day. It was hoped they would fund the event again during the 2020 Easter holidays.

The Escape Room had proved popular and fully booked, although the number of people who could take part was limited.

The Skate Fest organised by Mid Sussex District Council was very well attended and was popular with young people. The District Council would be asked whether this could be extended to a one-day event in 2020.

Events planned for 2020 included a climbing wall at Easter, Streetmate outreach events and sand pit in Church Walk during the summer holidays, BMX Rock Up & Ride and Bridge the Gap summer

entertainment. It was suggested young people could be asked for their suggestions via social media, the local youth clubs and Burgess Hill Academy.

Robert Eggleston left the meeting during this item.

**RESOLVED** that:

- A) the contents of the report be noted; and,
- B) young people be asked for their suggestions for events next year.

**27. VE DAY 75**

The contents of the VE Day 75 report outlined in Agenda Item 11 was noted.

Janice Henwood expressed concern that a firework display would be costly and would appear celebratory and triumphalist rather than commemorating the many people who died during WW2. It was pointed out this was in line with the events that were being planned nationally and that the event had been approved at the last meeting. Bookings for the event were already being made.

It was proposed to suspend Standing Order Item 6 and put together a Working Group that could meet quickly to discuss it further. This was proposed by Peter Chapman, seconded by Sarah Lawrence and agreed unanimously.

**RESOLVED** that:

- A) the contents of the report be noted; and,
- B) to convene a Working Group to discuss the VE Day 75 event.

**28. MINOR GRANTS PHASE 1 2019**

The contents of the report outlined in Agenda Item 12 were noted.

Joe Foster reported he had supported Burgess Hill Heritage & History Association to establish a Facebook and website presence. They were pleased with the Facebook take up. He proposed the Association be awarded a grant of £150 as they had incurred some additional website costs.

The following grants, deferred from Phase 1, were agreed:

|   |      |
|---|------|
| Burgess Hill Heritage & History Association | £150 |
| Parkfield Equine Solutions                  | £750 |

**RESOLVED** that:

the aforementioned Phase 1 Minor Grants totalling £900, be awarded.

29. **MINOR GRANTS PHASE 2 2019**

The following Phase 2 Minor Grants totalling £5,006 were awarded:

|                                      |        |
|--------------------------------------|--------|
| Mid Sussex Active                    | £500   |
| Cuckfield Stroke Communication Group | £500   |
| Kangaroos                            | £250   |
| Speak Up                             | £500   |
| Dame Vera Lynn Children's Charity    | £500   |
| Cruse Bereavement Care               | £500   |
| Support 4 Diabetes                   | £256   |
| Summerhaven                          | £500   |
| Signposts Mid Sussex                 | £1,000 |
| SASBAH                               | £500   |

Janice Henwood left the room for the duration of the Summerhaven application discussion.

**RESOLVED** that:

the aforementioned Phase 2 Minor Grants totalling £5,006 be awarded.

30. **MAJOR GRANTS 2019**

A Burgess Hill Radio presenter spoke in support of their grant application. The radio was a not for profit social enterprise and all those involved were volunteers. Their income was a limited amount from subscription and low-cost advertising from local businesses. They

also charged a modest fee for providing an Outside Broadcasting Unit at events. They mostly broadcast to Burgess Hill as the radio signal was limited. The radio supported the Burgess Hill community by promoting Town Council and other community events, helping with the Urban Beach, promoting local groups and training young people in local radio, which could lead into a career in radio. The equipment therefore needed to be up to date.

A discussion ensued. Concern was expressed regarding funding Burgess Hill Radio when a grant application by Mid Downs Radio was previously refused. However, it was pointed out they had been told they could apply for a Phase 2 grant if necessary. It was also suggested Burgess Hill Radio could seek funding via West Sussex County Council's Spacehive crowdfunding platform.

It was agreed to award a grant of £2,500 for the purchase of one new mixing desk.

**RESOLVED** that:

a Major Grant of £2,500 be awarded.

Meeting terminated at 21.45 hours.