

NOTES of the **COMMUNITY ENGAGEMENT KEY AREA GROUP MEETING**
held in the Council Chamber on **MONDAY 15 JUNE 2020** at 19.00 hours.

Present: Kathleen Willis* Chairman

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

Also Present: Judy Pointing Community Development Manager

Matthew Cornish
Robert Eggleston
Anne Eves
Janice Henwood
Simon Hicks

** Denotes non-attendance*

(19.00)

Sarah Lawrence proposed Joseph Foster as Chair of the meeting in Kathleen Willis's absence, seconded by Tofojjul Hussain and agreed unanimously.

31. **APOLOGIES FOR ABSENCE**

Kathleen Willis sent apologies for absence.

32. **SUBSTITUTES**

Simon Hicks substituted for Kathleen Willis.

33. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

34. **ELECTION OF VICE CHAIR**

Peter Chapman had resigned as Vice Chair of the Community Engagement Key Area Group. Peter was thanked for his contribution and hard work. Sarah Lawrence proposed Simon Hicks as Vice Chair of the meeting, seconded by Joseph Foster and agreed unanimously.

35. **NOTES OF PREVIOUS MEETING**

The Notes of the meeting of the Community Engagement Key Area Group held on Monday 28 October 2019, having been previously circulated, were AGREED and signed by the Chairman as a correct record.

36. **SOCIAL MEDIA**

Members noted the contents of the progress report on the Town Council's Social Media activity for the period October 2019 to June 2020, as outlined in Agenda Item 6.

Members were pleased to note the increase in engagements and felt the newly designed website had helped promote the Town Council's social media.

The Lockdown Virtual Festival posts made during the COVID-19 lockdown had been more informal. It was felt this had worked well and should be continued.

A member of the public asked about the Place and Connectivity post made on 14 May as no Top 5 Posts were provided for May. The resident would be notified of the reach the post had achieved. It was agreed this would be posted again as it was important.

RESOLVED that:

- A) the contents of the report be noted;
- B) the resident be notified of the reach of the Place and Connectivity post of 14 May; and,
- C) the Place and Connectivity post be reissued.

37. **COVID-19**

Members noted the summary of the Town Council's COVID-19 response as outlined in Appendix 1. The Town Council staff were thanked for their excellent response to the situation and the support provided to the community.

It was also noted that many Councillors who were able to do so had

been involved in the COVID-19 response, practically and strategically. The Town Council was also grateful for the support of local organisations it had been working with during the lockdown period.

It was agreed the economic consequences of COVID-19 would continue for some time and the Town Council needed to respond to the needs that would emerge.

RESOLVED that:

- A) the contents of the report be noted; and,
- B) Councillors and local groups who provided support be thanked for their efforts; and,
- C) the Town Council continue to support the community through COVID-19 and its aftermath.

38. **LOCKDOWN VIRTUAL FESTIVAL**

Members noted the summary of the Lockdown Virtual Festival activities and social media posts as outlined in Appendix 2. Emily Bryant and Jennifer O'Grady were thanked for their hard work and for the diverse range of ideas and posts.

Members also noted the success of the Graham Meeres Sunday Afternoon live-streamed DJ set, which had proved very popular and raised £2,050 in donations, a lot of it from outside Burgess Hill, for local community groups affected by COVID-19. This would be match-funded by the Town Council and Burgess Hill District Lions Club. The event was an excellent idea and Peter Chapman was thanked for organising it.

It was suggested developers, supermarkets and other funders could also be requested to make a contribution to boost the total.

Councillors were thanked for their work contacting local groups to find out how they were being affected by COVID-19, as due to the lockdown their usual fundraising activities had been curtailed and for some the demand on their services had increased. The groups would be contacted to invite them to apply for funding if needed.

It was suggested that when the funds were allocated some case studies of the recipient groups should be publicised, and social media posts boosted to increase reach.

RESOLVED that:

- A) the contents of the report be noted;

- B) Emily Bryant, Jennifer O’Grady and Peter Chapman be thanked for their hard work;
- C) the Town Council continue to support the community through COVID-19 and its aftermath; and,
- D) case studies of the funding recipients be promoted.

39. **SUMMER HOLIDAY ACTIVITIES**

The update on Summer Holiday Activities, as outlined in Agenda Item 9, was noted.

The events that would usually be organised during the summer by the Town Council, District Council and Streetmate had either been cancelled or were uncertain, due to COVID-19. It was hoped the Rock Up & Ride BMX event would be able to go ahead and Sussex Clubs for Young People were hoping to hold some activities over the summer. Emily Bryant was liaising with the Friends of the Green Circle Network to organise a Nature Trail at Bedelands Nature Reserve for families. Hard copies would be available in the Help Point and online as soon as it had been finalised.

It was suggested the shops could be contacted regarding organising a town centre trail, to help support our local traders.

A resident enquired about support given to young carers during the lockdown period. The Town Council and Burgess Hill Youth had been keeping in touch by delivering Easter Eggs and children’s activities bags, which were produced by the District Council with additional items funded by the Town Council and Lions Club. Families had also been provided with other items of support where needed. It was hoped to organise a Young Carers activity in August.

RESOLVED that:

- A) the contents of the report be noted; and,
- B) the shops be contacted regarding organising a town centre trail.

40. **OPEN AIR CINEMA**

Members noted the report on the Open Air Cinema, as outlined in Agenda Item 10.

It was hoped this event would be able to go ahead in September as planned, although it was agreed safety was the priority. Attendance was 500 in 2018 and 1500 in 2019 so it would be impossible to ensure social distancing in an open park where we were unable to control the

numbers. It was suggested we hold 2 open air film events in 2021 if we were unable to go ahead this year.

RESOLVED that:

- A) the contents of the report be noted; and,
- B) consideration be given to holding 2 open air cinema events in 2021 if we were unable to go ahead this year, subject to funding being made available.

41. **DRIVE IN CINEMA**

Members discussed the report on the possibility of holding a Drive In Cinema, as outlined in Agenda Item 11, if the open air cinema was unable to go ahead.

Concerns were expressed regarding the high cost for a much smaller number of people. If an admission charge was made the film licence fee would increase.

It was agreed to continue researching it to see whether the problems could be overcome. Cyprus Road car park was suggested as a possible venue, with an American style set up of children sitting in the boot of the car and the adults sitting on chairs outside.

RESOLVED that:

- A) the contents of the report be noted; and,
- B) alternative venues and set up be investigated.

42. **CHRISTMAS 2020**

Members discussed the proposals for *It's Christmas in Burgess Hill!*, as outlined in Agenda Item 12. It was agreed it was important to hold a Christmas event in the town centre to support our local traders.

It was hoped to proceed with Plan A, with Plan B in reserve if this was not possible. We would make a decision about what was possible nearer the time. We had good relationships with the providers so would make provisional bookings ensuring we did not incur any costs if we had to cancel.

RESOLVED that:

the contents of the report be noted.

43. **COVID-19 COMMUNITY GRANTS**

Members considered the report on COVID-19 Community Grants, as outlined in Agenda Item 13.

A simplified application form would be produced subject to approval by the Town Council's Responsible Finance Officer and local groups that were adversely affected by COVID-19 would be invited to apply. A meeting of the Community Engagement Key Area Group would be held in August to consider the applications. It was agreed to take a flexible approach if any groups needed funds urgently.

RESOLVED that:

- A) the contents of the report be noted; and,
- B) a simplified application form be produced and groups invited to apply.

44. **MINOR GRANTS PHASE 1**

Members considered the Phase 1 Minor Grants applications, as summarised in Appendix 4.

It was clarified that the Town Council had a rigorous application process to establish applicant groups were constituted, democratically run and their finances well managed.

Grants totalling £6,984 were awarded as follows:

Signposts Mid Sussex	£1,000
Wings Youth Theatre	£500
Worlds End Association	Defer
Windmills Opportunity Playgroup	£1,000
4Sight Vision Support	£500
Mid Sussex Voluntary Action (MSVA)	£1,000
The King's Church	£1,000
Burgess Hill Cricket Club	£1,000
Mid Sussex Older People's Council	£484
Impact Foundation	£500

Wings Youth Theatre should be encouraged to also apply to Haywards Heath Town Council as their performance would be held in Haywards Heath.

The Worlds End Association application was deferred to the August meeting. As the path was privately owned Members wished to establish whether the public had right of access way and to investigate other potential sources of funding.

4Sight would be invited to reapply in August if further funding was needed.

Members acknowledged the excellent work carried out by Mid Sussex Voluntary Action in supporting local groups and co-ordinating volunteers during the COVID-19 lockdown.

A grant was awarded to the Impact Foundation subject to confirmation the Escape Youth Club had access to the kitchen facilities at Park Centre.

Councillors Anne Eves and Matthew Cornish left the meeting during this item.

RESOLVED that:

the aforementioned Phase 1 Minor Grants totalling £6,984, be awarded subject to the conditions outlined above.

Meeting terminated at 21.00 hours.