



NOTES of the **COMMUNITY ENGAGEMENT KEY AREA GROUP MEETING** held in the Council Chamber on **MONDAY 10 DECEMBER 2018** at 18.30 hours.

Present: Diane Heckels* Chairman
Cherry Catharine
Claire Fussell
Janice Henwood
Anne Jones
Kirsty Page
Mandy Thomas-Atkin Vice-Chair

Also Present: Chris Cherry
Pru Moore
Judy Pointing Community Development Manager

** Denotes non-attendance*

(18.30)

Mandy Thomas-Atkin chaired the meeting and welcomed everyone.

125. APOLOGIES FOR ABSENCE

Apologies for absence were received from Diane Heckels.

126. SUBSTITUTES

Pru Moore substituted for Diane Heckels.

127. DECLARATIONS OF INTEREST

Janice Henwood declared an interest in Summerhaven as she was secretary of the group and Mid Sussex Voluntary Action as Summerhaven hired their Community Room.

Chris Cherry declared an interest in Signposts as it was one of her chosen charities as Town Mayor.

128. **PRESENTATION BY TARA BEESLEY, 4SIGHT WEST SUSSEX**

The Chairman welcomed Tara Beesley from 4Sight West Sussex. Tara outlined the work of 4Sight, which included providing information, advice and guidance to people with sight loss as well as a range of services delivered by staff and teams of volunteers. 4Sight had 4 Outreach Workers across the whole of West Sussex.

Other services provided included:

- Daily living aids and equipment to improve safety and independence (minimal profit was made on sales)
- Project 360 providing a personalised approach to living with sight loss
- Low vision assessments (no longer provided by the NHS in Burgess Hill)
- Eccentric viewing and steady eye strategies
- Technology Group helping people build confidence using phones and computers etc
- Volunteer run peer support and social groups
- A weekly drop-in in Burgess Hill
- Partnership working with Blind Veterans
- Referral to other sources of support.

Transport was often provided by volunteers and was usually free. There was currently no membership charge. More volunteers were needed to help run the groups. Volunteers were DBS checked and received training.

4Sight covered all age groups and future plans included looking at children's and adolescent needs that were not provided for elsewhere. They would also like to start evening and weekend groups for young adults of working age, also a Buddying system. It was noted the number of people with eye problems was increasing as there were growing numbers of older people and eyesight deteriorated with age.

Tara addressed the issue of a £550k legacy bequeathed to 4Sight in 2017.

The money was being used as follows:

- Provide an Outreach Worker in North & Mid Sussex
- Settle in full a loan and mortgage on the charity's HQ
- Provide a full-time Outreach Worker in North & North East Area
- Pilot funding for a trial Volunteer Coordinator
- Recruit a part-time Communications and Fundraising Officer
- Part-time Premises Manager to oversee the Resource Centres and Charity Shop

- Purchase of a minibus to offer improved access for members to the Bognor Head Office
- Investment in the charity's outdated and inefficient communications & IT infrastructure
- £200,000 set aside as Reserves.

Tara was thanked for her informative presentation.

Claire Fussell left the meeting after this item.

129. **NOTES OF PREVIOUS MEETING**

The Notes of the meeting of the Community Engagement Key Area Group held on 19 September 2018, having been previously circulated, were AGREED and signed by the Chairman as a correct record.

130. **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 were pleased to note the number of posts being made and the particularly wide reach of the Outdoor Cinema and Christmas event posts.

Janice Henwood expressed concern about a post on the Conservative website regarding the donation from the Town Council towards replacement lights for the St John's Church Christmas tree, before it had been posted on the Town Council's Facebook. She was reminded that a response to this issue had been provided at the November Council meeting. Pru Moore reiterated that Town Council staff were not solely dedicated to managing the Council's social media and were not always available to make posts quickly. The Conservative Party was trying to encourage others to donate to the lights appeal.

RESOLVED that:

the contents of the report be noted.

131. **RETAINED FIREFIGHTERS**

Members considered the proposal outlined in Agenda item 7.

Although Members valued the work of the Retained Firefighters, concern was expressed that many voluntary and other organisations also served the local community over many decades. It would be difficult to give recognition to one group and not others. It was also felt the nominated sites were not appropriate and that the Fire Station would be a more suitable location.

RESOLVED that:

the request to place a granite tablet in the War Memorial garden or at the Pigott Memorial be refused.

132. YOUTH EVENTS

Members noted the report on the summer Youth Events, as outlined in Agenda item 8.

Janice Henwood reminded Members of the negative comments regarding the Zipwire provider recorded in the September Community Engagement Key Area Group minutes, which she felt conflicted with the report outlined in Agenda Item 8. It was pointed out that although the negative comments regarding the Zipwire provider were valid, the event had nevertheless been well attended and the activity was enjoyed by those who took part.

Funding would be sought to try other activities in 2019 and efforts would again be made to engage young people. Members were pleased to note that Mid Sussex District Council had indicated willingness to provide funding again next year.

RESOLVED that:

the contents of the report be noted.

133. HOLIDAY ACTIVITIES

The report on Holiday Activities was noted, as outlined in Agenda item 9.

Members felt it was useful for the Children & Family Centre to attend with the Streetmate bus and requested their attendance at the St Andrew's Ward sessions next year.

It was suggested that Clarion Housing be approached for funding for next year.

RESOLVED that:

- A) funding be sought to provide the Streetmate sessions in 2019;
- B) the Children & Family Centre be requested to attend the sessions at St Andrew's Ward; and,
- C) Clarion Housing be approached for funding.

134. A NATION'S TRIBUTE – BURGESS HILL REMEMBERS

The report on A Nation's Tribute was noted, as outlined in Agenda item 10.

Town Council staff were congratulated on organising the town's well-attended World War I Armistice Centenary events. Gratitude was also expressed to the bell-ringers at St John's Church.

It was unfortunate that some people missed the procession due to it starting 10 minutes earlier than advertised. This was because the number of people was far greater than had been expected so more time was required to move everyone across the park and keep to the scheduled 7pm lighting of the beacon.

Gratitude was expressed to all the volunteers who took part in making and carrying lanterns and the commemoration event at the beacon site.

RESOLVED that:

- A) the contents of the report be noted; and,
- B) the Town Council staff and volunteers be thanked for their contributions.

135. CHRISTMAS CELEBRATION & LIGHTS SWITCH-ON

The contents of the report on the Christmas Celebration & Lights Switch-on, as outlined in Agenda item 11, was noted.

Members congratulated Kerry Campbell on organising a very successful day. The town centre was busy and the Snowglobe and Paddington proved very popular with the children. It was suggested that if the Snowglobe was booked again the timing of each go should be shortened to reduce the queue.

RESOLVED that:

- A) the contents of the report be noted;
- B) Kerry Campbell be congratulated on organising a successful event; and,
- C) the Snowglobe timings be reviewed if booked in future.

136. MSVA COMMUNITY ROOM GRANT

The contents of the report on the Mid Sussex Voluntary Action Community Room grant request, as outlined in Agenda item 12, was noted.

Members expressed thanks to MSVA for the full and detailed information provided to support their request and noted the Community Room was used by 39 local groups.

Members were reluctant to add an annual grant to the revenue budget given the constraints on the Council's finances and felt MSVA currently had sufficient reserves. It was proposed they apply each year to the Minor Grants scheme rather than being awarded an annual grant.

RESOLVED that:

- A) the contents of the report be noted;
- B) MSVA be thanked for the information provided, and;
- C) MSVA be advised to apply each year to the Minor Grants scheme.

137. MINOR GRANTS PHASE 2 2018

Members considered the grant applications received for Phase 2 2018, as outlined in Agenda item 13.

The following grants totalling £3,350 were awarded:

	£
Mid Sussex District Scouts	500 - subject to provision of up to date financial information
Burgess Hill Local History Society	350
Signposts (Mid Sussex) Ltd	1,000
Summerhaven	500
Kangaroos Mid Sussex	1,000

RESOLVED that:

the aforementioned Minor Grants totalling £3,350 were awarded.

138. MAJOR GRANTS 2018

Members considered the Major Grant applications received, as outlined in Agenda item 14.

The following grants totalling £4,000 were awarded:

	£
Burgess Hill Rugby Club	2,000
Burgess Hill Cricket Club	2,000

The remaining balance would remain in the Grants Fund to be carried forward to 2019.

RESOLVED that:

the aforementioned Major Grants totalling £4,000 be awarded.

139. **OUTSIDE BROADCASTING**

The report on Outside Broadcasting was noted, as outlined in Agenda item 15.

It was clarified that Mid Downs Radio was a charity and the funds raised supported the work of the charity. Burgess Hill Radio was a Community Interest Company, which had an asset lock ensuring that in the event of closure the assets would be distributed to a nominated charity.

Concern was expressed regarding potential bias due to the involvement of one of the Town Councillors in Burgess Hill Radio. Members were informed the Councillor had taken a step back from the radio.

Members accepted the proposed criteria outlined in the Agenda. It was suggested that if Mid Downs Radio was struggling financially they could apply for a Town Council grant.

RESOLVED that:

the proposed criteria outlined in the Agenda be accepted.

Meeting terminated at 20.15 hours.