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19 August 2020

To: **MEMBERS OF THE COMMUNITY ENGAGEMENT KEY AREA GROUP,  
BURGESS HILL TOWN COUNCIL**

A **MEETING** of the **COMMUNITY ENGAGEMENT KEY AREA GROUP** will be held online on **Tuesday 25 August 2020** at 19.00 hours, when your attendance is required.

Steve Cridland  
Chief Executive Officer

**\*\*PLEASE NOTE THE START TIME OF THE MEETING\*\***

## **OPEN FORUM**

Members of the public are invited to put questions or to draw relevant matters to the Council's attention. Each member of the public is allowed to speak once only in respect of a business item on the agenda (whether in the Open Forum or during the meeting) and shall not speak for more than three minutes at the discretion of the Chairman. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda the Chairman may direct that a member of the public submits a question or comment in writing which shall be answered in due course.

## **FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA**

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded. If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

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## **A G E N D A**

**1. APOLOGIES FOR ABSENCE**

**2. SUBSTITUTES**

**3. DECLARATIONS OF INTEREST**

In respect of any matter on the Agenda.

**4. ELECTION OF THE VICE CHAIRMAN OF THE COMMUNITY ENGAGEMENT KAG for the ensuing year.**

**5. NOTES OF PREVIOUS MEETING**

To consider the Notes of the Meeting of the Community Engagement Key Area Group held on 15 June 2020 (copy previously circulated).

**6. MINOR GRANTS PHASE 1 2020**

6.1 The application from Worlds End Association for a contribution towards restoration of the brick pavement outside the Watermill pub, discussed at the last meeting, was deferred so further information could be obtained regarding right of access and other potential sources of funding.

6.2 It was subsequently established that there is no legal right of way across the land although the right may have been established by long use or by Prescription, which creates a right to pass over the land.

6.3 A decision became urgent following the last meeting as other work was due to be carried out at the pub and, as the landlord wished to address health and safety concerns arising from the uneven condition of the path, we were notified the brick path would be tarmacked at the same time.

6.4 On the basis of a grant being forthcoming from the Town Council, the owner of the pub agreed to grant permission to WEA to carry out the work on the proviso the path remained in its original brick condition and guaranteed this would never change while the path was under their tenure. The pub landlord offered to make a personal donation towards the cost and Worlds End Association agreed to contribute the remaining funds needed.

6.5 Councillors agreed via email to award a grant of £1,000 in order to secure the future of the path, which is part of Burgess Hill's heritage as one of the few remaining brick paths in the town.

6.6 A grant application was submitted by The Escape Youth Cub, as outlined in Appendix 1, in time to meet the Phase 1 2020 application deadline but was overlooked when the schedule was drawn up for the June meeting.

6.7 The group requested a grant of £580. The grants fund currently stands at

£12,649.

## 6.8 RECOMMENDATION

- A) Members are requested to note the contents of the report, and;
- B) to consider the grant application as outlined in Appendix 1.

Risk Implications – None

## 7. COVID-19 COMMUNITY GRANTS

- 7.1 Local groups were contacted by Town Councillors during the COVID-19 lockdown to find out how they were being affected financially. Many of them have been unable to operate or carry out their usual summer fundraising activities and others have experienced increased demand for their services.
- 7.2 A COVID-19 Community Grants Fund was created from £2,075 raised in donations during the Graham Meeres live-streamed DJ set, with match funding from the Town Council and Burgess Hill District Lions Club, bringing the total of the fund to £6,225.
- 7.3 The fund was widely publicised and groups that had been affected by COVID-19 were invited to apply. Ten applications have been received requesting grants totalling £11,233.11, as outlined in Appendix 2.

## 7.4 RECOMMENDATION

Members are requested to consider the COVID-19 grant applications as outlined in Appendix 2.

Risk Implications – None

## 8. SUMMER HOLIDAY ACTIVITIES

- 8.1 Following the easing of COVID-19 restrictions in July Sussex Clubs for Young People put together a programme of 5 Streetmate outreach sessions at the green in Denham Road during the summer holidays. The Town Council has contributed towards the cost.
- 8.2 The BMX Rock Up & Ride event due to be held in August had to be cancelled as the landowner, Mid Sussex District Council, is not permitting any events to take place on its land due to COVID-19.
- 8.3 The summer holiday Young Carers outings were cancelled due to COVID-19. In collaboration with Burgess Hill Youth, 55 summer holiday activity bags were delivered to the young carers, funded by Steve Willis Training and a donation from the Dolphin Ladies Swimming Club. It is hoped to organise an event during the October half-term.
- 8.4 In collaboration with the Friends of Burgess Hill Green Circle Network, the Town Council produced a Nature Guide in July, featuring seasonal flora and

fauna, which could be used in any of Burgess Hill's green spaces. Copies are available to download from the website and from the Help Point.

8.5 The Town Council organised a town centre Children's Art Trail and competition with £25 gift voucher prize. It is running throughout the summer holidays.

8.6 The Town Council also organised a free Crazy Golf event with some community stalls in the town centre on Saturday 1 August. The activity was funded by Burgess Hill District Lions Club, which also provided volunteer stewards. Thank you to those Councillors who also assisted on the day.

#### 8.7 **RECOMMENDATION**

Members are requested to note the contents of the report.

Risk Implications – none

#### 9. **SILVER SUNDAY**

9.1 The Town Council is liaising with Mid Sussex Older People's Council, Age UK Cherry Tree Centre and Burgess Hill U3A regarding Silver Sunday, which takes place on 4 October. We would like to bring some cheer to our older residents, many of whom have been housebound and socially isolated for many months due to COVID-19.

9.2 As it would be difficult to put on an event safely it has been proposed to assemble and deliver Silver Sunday gift bags to up to 150 socially isolated older residents. The bags could include items such as edible treats and toiletries, a pot of winter-flowering bulbs, and a Silver Sunday card from the participating organisations. Waitrose has kindly agreed the money they had allocated for our VE Day 75 event can be used for this instead.

#### 9.3 **RECOMMENDATION**

Members are requested to note the contents of the report.

Risk Implications – None

#### 10. **CHRISTMAS 2020**

10.1 Burgess Hill's Christmas event and lights switch-on, *It's Christmas in Burgess Hill!*, is scheduled to take place in Church Walk on Saturday 21 November 2020. As with other events, what we are able to organise is subject to government advice regarding COVID-19 safety at public events and the possibility of a spike in the autumn,

10.2 Members will recall from the previous meeting that a Plan A and Plan B had been prepared. Plan A comprises the usual full range of activities including a stage with programme of entertainment, fairground rides and the Lights Switch-on at the end of the day. However, this would attract large crowds of people in close proximity to each other and is not recommended under the

current circumstances.

10.3 Plan B is for a scaled-back event that could take place safely while still supporting our local traders during the Christmas period. It would comprise community stalls with some food and drink stalls, possibly including Cosplay characters, the photo-booth and some music at the bandstand. All activities will have to maintain social distancing throughout the day.

10.4 Burgess Hill Artists plan to run an Art Exhibition in the town centre from 14 to 21 November, at which they will also sell small prints and Christmas cards designed by the artists.

10.5 The Christmas lights could be switched on the day before, without attracting crowds of people, on the Friday evening after the French Market has departed. We could live-stream the lights switch-on so residents could enjoy it from the safety of their homes. The lights could be switched on by the Town Mayor or Members may have other suggestions of someone to do this.

#### 10.6 **RECOMMENDATION**

Members' views are sought.

Risk Implications – plans may be subject to change due to COVID-19.