

**NOTES** of the **COMMUNITY ENGAGEMENT KEY AREA GROUP MEETING** held in the Council Chamber on **TUESDAY 26 November 2020** at 19.00 hours.

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**Present:** Kathleen Willis\* Chairman

Peter Chapman  
Emma Coe-Gunnell White\*  
Janice Henwood  
Simon Hicks  
Tofojjul Hussain  
Sarah Lawrence\*  
Sylvia Neumann

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

Matthew Cornish  
Lee Gibbs

Chris Thomas-Atkin Burgess Hill District Lions Club

\* *Denotes non-attendance*

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(19.00)

Vice Chairman Simon Hicks chaired the meeting. He welcomed Chris Thomas-Atkin, who had been invited as a representative of Burgess Hill District Lions Club as they had contributed a third of the funding for the COVID-19 grants.

**55. [APOLOGIES FOR ABSENCE](#)**

Apologies were received from Kathy Willis, Robert Eggleston and Anne Eves.

**56. [SUBSTITUTES](#)**

Janice Henwood substituted for Kathy Willis.

**57. [DECLARATIONS OF INTEREST](#)**

Peter Chapman declared a personal interest in the Escape Youth Club as he was acquainted with the group co-ordinator, and said he would not take part in the discussion of their grant.

**58. NOTES OF PREVIOUS MEETING**

The Notes of the meeting of the Community Engagement Key Area Group held on 25 August 2020, having been previously circulated, were AGREED and signed by the Chairman as a correct record.

**59. COVID-19**

The COVID-19 update, as outlined in Agenda Item 5, was noted. It was disappointing so many of the events that had been planned for the year had to be cancelled. Members were keen to support the town centre traders following lifting of the current lockdown and were pleased two events were now planned for December.

The Monthly Market would be held on Saturday 12 December and a Christmas Pop-up was being organised for Saturday 19 December. Flyers to promote the Pop-Up event could be given out at the Monthly Market.

**RESOLVED** that:

the contents of the report be noted.

**60. CHRISTMAS POP-UP**

Members were pleased to note plans for the Christmas Pop-Up event to be held in the square at The Martlets Shopping Centre on Saturday 19 December, as outlined in Agenda Item 6. The event would comprise music from DJ Graham Meeres, the Rotary Club sleigh and Santa, a Photo booth and a couple of food and drink stalls.

Gratitude was expressed to the many partners the Community Development Team works with at Christmas and throughout the year. Burgess Hill District Lions are great supporters of community initiatives and have allocated £3,500 to this year's Christmas Hampers project. The Town Council acknowledges the support of partners in its press releases, *About Town* articles and social media posts. It was suggested it could also be mentioned in the Annual Report.

**RESOLVED** that:

A) the contents of the report be noted; and,

B) the support of partners be acknowledged in the Annual Report.

61. **SUMMER FESTIVAL & SUMMER FAYRE 2021**

Members' noted the report outlined in Agenda Item 7 and discussed how to proceed with regard to COVID-19 and the Summer Festival and Summer Fayre in 2021. It was confirmed that cancellation of the 2020 Festival did not incur any expenditure other than the deposit for The Lord Chamberlain's Men, although this event had been rebooked for 2021.

Members were keen to proceed with planning for the Summer Festival and Summer Fayre in 2021 in the anticipation that a COVID-19 vaccine would enable the events to go ahead. A Plan B would also be developed in case restrictions were still in place.

**RESOLVED** that:

plans A and B be developed for the Summer Festival and Summer Fayre in 2021.

62. **OUTDOOR CINEMA 2021**

Members noted the report on plans to hold 2 Outdoor Cinema events in 2021, as outlined in Agenda Item 8. If it was not possible to hold the first event in May due to COVID-19 restrictions the use of an LED screen would enable the screening to take place later in the summer.

**RESOLVED** that:

the contents of the report be noted.

63. **MINOR GRANTS PHASE 1**

Members considered a request from the Escape Youth Club to vary the use of the £1,000 Phase 1 grant they were awarded, as outlined in Agenda Item 9. Members were keen to support the group and agreed to their request.

**RESOLVED** that:

the request to use the £1,000 grant to fund mental health training by Sussex Oakleaf for 192 young people be approved.

64. **MINOR GRANTS PHASE 2**

Members considered five applications for a Phase 2 Minor Grant totalling £4,235.60, as outlined in Agenda Item 10 and Appendix 2. The following grants totalling £2,153.60 were awarded, leaving £8,995.40 in the grants fund.

Air Ambulance – NIL – it was noted support had already been provided this year

Marie Curie - £550

Sussex Chorus - £500

SASBAH - £700

Mid Downs Radio - £403.60

**RESOLVED** that:

the aforementioned grants totalling £2,153.60 be awarded.

**65. MAJOR GRANTS**

Members considered two applications for a Major Grant totalling £9,432, as outlined in Agenda Item 11 and Appendix 3. The following grants totalling £4,750 were awarded, leaving £4,245.40 in the grants fund. This would be carried forward and used to help groups get started again next year. It was noted that Burgess Hill District Lions Club had supported the Cricket Club in the past and they were welcome to apply again.

Burgess Hill Cricket Club - £2,500

Burgess Hill Shed - £2,250

**RESOLVED** that:

the aforementioned grants totalling £4,750 be awarded.

**66. COVID-19 GRANTS**

Members and Chris Thomas-Atkin, representing Burgess Hill District Lions Club, considered three applications for a COVID-19 Grant totalling £3,324, as outlined in Agenda Item 12 and Appendix 4.

A total of £1,500 was awarded from the COVID-19 fund, leaving £647.80 in the fund, to be used for COVID-19 recovery. Gratitude was expressed to the Lions for their donation. The following grants were awarded:

Kangaroos – £1,000

Hurstpierpoint Gymnastics Club - £500

UK Harvest – NIL – the concerns raised by the RFO were noted

**RESOLVED** that:

the above grants totalling £1,500 be awarded.

**67. ENVIRONMENTAL GRANTS**

One application had been received requesting an Environmental Grant of £1,000, as outlined in Agenda Item 13 and Appendix 5. The lack of applications from smaller community group was disappointing. Although the Environmental Grants had been advertised, this may have been due to COVID-19 and groups not being able to meet for most of the year.

It was agreed to award a grant of £500 to Scrapless and to ask them to provide a progress report on the workshops in due course.

The sum of £9,500 remained in the Environmental Grants budget. It was hoped to receive more applications in future when groups were able to meet again.

**RESOLVED** that:

Scrapless be awarded a grant of £500 and asked to provide a progress report on the workshops in due course.

Meeting terminated at 20.25 hours.